

## Introduction

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The undergraduate experience at Rice is one of intense personal interactions. The close sense of community created by individual placement in residential colleges is extended to warm intellectual and personal relationships with members of the Rice faculty. “Behind the hedges,” the beautifully designed, spacious campus is small enough to encourage a sense of belonging even as students engage with the lively cultural currents of one of the country’s largest cities.

The academic philosophy at Rice is to offer students beginning their college studies both a grounding in the broad fields of general knowledge and the chance to concentrate on very specific academic and research interests. By completing the required distribution courses, all students gain an understanding of the literature, arts, and philosophy essential to any civilization, a broad historical introduction to thought about human society, and a basic familiarity with the scientific principles underlying physics, chemistry, and mathematics. Building on this firm foundation, students then concentrate on studies in their major areas of interest.

Rice University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS), the recognized regional accrediting body in the eleven U.S. Southern states.

Rice grants the two undergraduate degrees, the Bachelor of Arts (B.A.) and the Bachelor of Science (B.S.), in a range of majors. The majority of undergraduates earn the B.A. degree, though students may elect to pursue the B.S. degree, offered at Rice in some science fields and in various fields of engineering accredited by the Accreditation Board for Engineering and Technology (ABET). Undergraduates may major in any of the numerous fields provided by the various schools of architecture, humanities, music, social sciences, science, and engineering. To accommodate the full range of individual student interests, specific interdepartmental majors are also available, as are selectively approved area majors. In certain departments, students also have the option of overlapping the upper-level course work of their undergraduate degree with those basic requirements necessary to earn a higher degree in the field, considerably reducing the time required to complete their graduate studies. The Shepherd School of Music offers a joint degree in music (B.Mus./M.Mus) that may be completed with a fifth year of study.

Through Rice’s Department of Education, students interested in teaching in secondary schools may complete a program of teacher training, leading to certification in the state of Texas, together with the B.A. degree. Students interested in satisfying the requirements for admission to medical, dental, or law school should consult with the Office of Academic Advising for completing these programs in conjunction with the various majors.

## Graduation Requirements

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### Degree Requirements for All Bachelor’s Degrees

Students are responsible for making certain that their plan of study meets all degree and major requirements. To graduate from Rice University, all students must:

- Be registered at Rice full time for at least four full fall and/or spring semesters
- Complete the requirements of at least one major degree program
- Complete at least 120 semester hours (some degree programs require more than 120 hours)
- Complete at least 60 semester hours at Rice University
- Complete at least 48 hours of all *degree* work in upper-level courses (at the 300 level or higher)

- Complete more than half of the upper-level courses in *degree* work at Rice
- Complete more than half of the upper-level courses in their *major* work at Rice (certain departments may specify a higher proportion)
- Complete all Rice courses satisfying *degree* requirements with a cumulative grade point average of at least 1.67 or higher
- Complete all Rice courses satisfying *major* requirements with a cumulative grade point average of at least 2.00 or higher
- Satisfy the English composition requirement (see below)
- Satisfy the Lifetime Physical Activity Program (LPAP) requirement (see below)
- Complete courses to satisfy the Distribution Requirements (see below)
- Otherwise be a student in good academic and disciplinary standing

To satisfy the English composition requirement, students must pass an English composition examination given during Orientation Week. Those receiving grades of “not satisfactory” on the exam must complete ENGL 103 *Basic Composition*, a one semester course carrying degree credit.

To satisfy the LPAP requirement, students must complete 2 courses in LPAP. Although 2 courses are required, they do not carry degree credit and do not count toward the total semester hours at graduation. Students with disabilities may make special arrangements to satisfy this requirement.

### Distribution Requirements

Each student is required to complete at least 12 semester hours of designated distribution courses in each of Groups I, II, and III. The 12 hours in each group must include courses in at least two departments in that group. (Divisional or interdisciplinary designations, e.g. HUMA, NSCI, etc., count as departments for this purpose.) Interdivisional courses approved for distribution credit may count toward the 12 semester hours in any relevant group; however, students may not count any one such course toward the 12 required hours in more than one group, and may count no more than one such course toward the 12 required hours in any one group.

Students must complete the distribution requirements in each group by taking courses that are designated as a distribution course at the time of course registration, as published in that semester’s *Schedule of Courses Offered*.

The distribution system presupposes that every Rice student should receive a broad education along with training in an academic specialty. This goal is achieved by courses that are broad based, accessible to nonmajors, and representative of the knowledge, intellectual skills, and habits of thought that are most characteristic of a discipline or of inquiry across disciplines.

**Group I.** These courses have one or more of the following goals. They develop students’ critical and aesthetic understanding of texts and the arts; they lead students to the analytical examination of ideas and values; they introduce students to the variety of approaches and methods with which different disciplines approach intellectual problems; and they engage students with works of culture that have intellectual importance by virtue of the ideas they express, their historical influence, their mode of expression, or their critical engagement with established cultural assumptions and traditions.

**Group II.** Three types of courses fulfill this requirement. The first are introductory courses which address the problems, methodologies, and substance of different disciplines in the social sciences. The second are departmental courses which draw upon at least two or more disciplines in the social sciences or which cover topics of central importance to a social science discipline. The third are interdisciplinary courses team-taught by faculty from two or more disciplines.

**Group III.** These courses provide explicit exposure to the scientific method or to theorem development, develop analytical thinking skills and emphasize quantitative analysis, and expose students to subject matter in the various disciplines of science and engineering.

**Bachelor of Arts**

The specific requirements of individual majors leading to the Bachelor of Arts degree vary widely. No department may specify more than 80 semester hours (required courses, prerequisites, and related laboratories included) for the Bachelor of Arts. To qualify for the Bachelor of Arts:

- All students must complete at least 120 hours of course work.
- Students in the humanities and social sciences must complete between 18 and 80 hours in course work within the major (including required courses, prerequisites, and related laboratories)
- Students in the sciences and engineering must complete between 24 and 80 hours in course work within the major (including required courses, prerequisites, and related laboratories)
- Students in all fields except architecture must complete at least 60 hours in course work outside the major
- Students in architecture must complete at least 38 hours in course work outside the major

**Bachelor of Science in the School of Natural Sciences**

The Bachelor of Science degree is offered in astrophysics, chemistry, chemical physics, geology, and physics. The specific degree requirements vary from field to field and differ from those of the Bachelor of Arts in that there are greater technical requirements. No department may specify more than 80 semester hours (required courses, prerequisites, and related laboratories included) for the Bachelor of Science. To earn a B.S. degree in one of these fields, students must complete at least 60 hours in course work outside the major.

**Bachelor of Science Degrees in Engineering: Bachelor of Science in Chemical Engineering (B.S.Ch.E.), Civil Engineering (B.S.C.E.), Computer Science (B.S.C.S.), Electrical and Computer Engineering (B.S.E.E.), Materials Science (B.S.M.S.), Mechanical Engineering (B.S.M.E.), and Bioengineering (B.S.B.)**

The Bachelor of Science degree in a given engineering field is distinct from the B.A. degree in that it must meet greater technical requirements. In establishing a departmental major for the degree of Bachelor of Science in civil engineering, electrical and computer engineering, materials science, and mechanical engineering, the department may specify no more than 92 semester hours (required courses, prerequisites, and related laboratories included). In establishing the departmental major for the B.S. in chemical engineering, the department may specify no more than 100 semester hours (required courses, prerequisites, and related laboratories included). The bioengineering department specifies 94 semester hours for the B.S. degree (required courses, prerequisites, and related laboratories included). To earn a B.S. degree, students must meet the following minimum semester hour requirements in course work:

- All majors except chemical engineering and computer science—a total of at least 134 hours
- Chemical engineering majors—up to 137 hours, depending on ABET requirements
- Computer science majors—a total of at least 128 hours

**Other Bachelor's Degrees**

The professional Bachelor of Architecture (B.Arch.) degree requires a fifth year of study and a one-year preceptorship. The Bachelor of Music (B.Mus.) degree requires advanced courses in aural skills in addition to the core music curriculum.

## Undergraduate Majors

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Students usually decide on a major by the end of their sophomore year, if not sooner. Majors Day, held each spring, brings together representatives of all departments and preprofessional offices to answer questions and provide students with information about their programs. Within the traditional departmental majors, students sometimes have the choice of a particular **area of concentration**, as is the case in electrical engineering, German, and economics. Students also may opt for **more than one major**; such majors do not necessarily need to be in related fields. More detailed information on the departmental majors briefly described below may be found in the Undergraduate Degree chart (see pages 23–25) and by contacting the department chairs or faculty advisers.

### Departmental Majors

**School of Architecture.** Students interested in architecture may choose between the four-year B.A. program or the six-year Bachelor of Architecture (B.Arch.) degree. Students completing the four-year B.A. who have been admitted to the B.Arch. program during their senior year spend a fifth year in a working preceptorship with an architectural firm, returning to Rice to complete a final year of architectural study for the degree.

**George R. Brown School of Engineering.** Rice offers, through nine departments, majors in bioengineering, chemical engineering, civil engineering, computational and applied mathematics, computer science, electrical and computer engineering, mechanical engineering, materials science and engineering, and statistics. Students may elect a double major by combining environmental science with another science or engineering field. These programs lead to either the B.A. or the B.S. degree and may qualify students for further graduate study.

**School of Humanities.** Students may declare majors in art and art history, classics, English, French studies, German and Slavic studies (includes Russian), Hispanic studies, kinesiology, history, linguistics, philosophy, and religious studies. Interdisciplinary majors are available in ancient Mediterranean civilizations, Asian studies, medieval studies, and the study of women and gender, while an interdepartmental major in policy studies combines courses from the School of Humanities and the School of Social Sciences.

**Shepherd School of Music.** Music students may opt for either a B.A. or a Bachelor of Music (B.Mus.) degree in performance, composition, music history, and music theory. Students who pass a special qualifying examination may elect an honors program that leads to the simultaneous awarding of the B.Mus. and Master of Music (M.Mus.) degrees after five years of study.

**Wiess School of Natural Sciences.** All natural sciences departments, including biochemistry and cell biology, chemistry, ecology and evolutionary biology, earth science, mathematics, and physics and astronomy offer programs leading to the B.A. degree. B.S. degrees are offered in some departments. Majors include astronomy, biochemistry, biology, biophysics, chemical physics, chemistry, geology, geophysics, mathematics, and physics. Students may also elect double majors combining one of the programs in natural sciences with another science, a humanities discipline, or an engineering field.

**School of Social Sciences.** Rice offers majors in anthropology, economics, mathematical economic analysis, political science, psychology, and sociology. Both the interdepartmental policy studies major and the cognitive studies major include sciences, engineering, and humanities courses, while the managerial studies major incorporates course work in the Schools of Engineering and Management.

### Area Majors

Should the traditional departmental majors or programs not meet their exact needs, students may develop an area major closer to their particular interests and career goals. Area majors differ from double majors in that the latter must conform to the requirements of both departments while the former is a single major: It may combine courses from two or more departments, but it maintains its own specific major requirements. Area majors are limited by the available academic resources and must be distinct from other majors offered at Rice. Students who elect to declare an area major may not use it to form a double major, and they must still meet all the other university graduation requirements. See also Area Majors (page 31) under Academic Regulations beginning on page 29.

### Interdepartmental Majors

Interdepartmental majors combine courses taught by faculty from more than one department; they are listed separately in the Undergraduate Degree Chart (pages 23–25).

## Other Academic Undergraduate Options

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### Rice/Baylor College of Medicine Medical Scholars Program

The Medical Scholars Program is for talented and motivated students who are scientifically competent, socially conscious, and capable of applying insight from the liberal arts and other disciplines to the study of modern medical science. Up to 15 graduating high school seniors are admitted to Rice and Baylor College of Medicine concurrently: The traditional four years at Rice are followed by four years at Baylor. Applications for the program are sent to those who indicate their interest on their Rice applications. However, students must have applied under the Early Decision or Interim Decision plans (see pages 45–46). Interviews are scheduled in late March, and decisions are made in April. Early Decision applicants must have Rice as their first-choice school, regardless of the Baylor decision to be made later in the spring. Applicants not admitted to the Medical Scholars Program are still eligible for admission to Rice and may still apply to Baylor upon graduation from Rice.

### W. M. Keck Center for Computational Biology Research Training Program

Undergraduates may take advantage of research training opportunities in computational biology offered by this joint project of Rice, Baylor College of Medicine, and the University of Houston. Students in biophysics, cell biology, evolutionary biology, computer science, statistics, mathematics, physics, chemistry, computational and applied mathematics, and engineering may apply for a summer program that provides hands-on research under faculty mentorship in lab settings, seminars and workshops, and access to the advanced computational and analytical resources offered by the center.

### Leadership Rice

Leadership Rice develops the leadership capacities of undergraduates from all disciplines. The program links theory to practice and analysis to action with experiential opportunities and classes. It encourages students to look beyond how to get a good education and good grades and to begin to consider how they can use their great education to make a positive contribution to the world.

The program is especially recommended for second semester sophomores, who are invited to begin with UNIV 309 and then to participate in all aspects of the program, but it is open to all students—including freshmen.

The core component of Leadership Rice is the Summer Mentorship Experience. Students accepted into the program work under the tutelage of experienced mentors for eight weeks during the summer and are given a \$3,000 stipend. Mentorships are in the private, nonprofit, and public sectors in U.S. and abroad. Students also are invited to take on leadership roles in the administration of the program. Recent mentorships as well as more information on Leadership Rice are posted on the web at [www.rice.edu/leadership](http://www.rice.edu/leadership).

Currently, Leadership Rice offers 3 courses for academic credit. UNIV 309 Creating and Managing Change: Principles of Leadership, with lectures from some of the finest professors at Rice, introduces students to leadership ideas in the context of diverse disciplines. This course includes a team project along with discussion on what makes effective teams, as well as work on writing clearly and persuasively. Students enrolled in UNIV 309 have priority in applying for summer mentorships. UNIV 310, Creating and Managing Change, is required for all students accepted for the Summer Mentorship. UNIV 311 is a one-credit seminar on creativity open to all students.

Leadership Rice sponsors the Rice-on-Board program, which places students on nonprofit community boards as participant observers for a year. It also oversees the Envision Program and the Janus Award. Envision funds, offered three times each year, provide seed money to students for first-time projects of benefit to the community, either on campus or beyond. The Janus Award offers one undergraduate the opportunity to research an environmental or science-related issue from multiple perspectives.

Leadership Rice believes that every Rice student is capable of creating positive change. The program aims to help students develop the confidence and commitment as well as the skills to achieve this end.

### Premedical, Prelaw, and Prebusiness Programs

In addition to the preprofessional and professional programs offered by Rice in architecture, business management, engineering, and music, students may pursue programs that satisfy the admission requirements for graduate schools in business, dentistry, diplomacy and foreign affairs, health science, law, and medicine. Interested students may contact various advisers with offices in the Ley Student Center, including health professions advisers for premedical or predoctoral studies and other professional programs in the health sciences, a prelaw adviser for prelegal studies, and a prebusiness adviser for business, finance, and accounting.

**Junior-Year Admission.** Students who plan to enter medical school or any other professional or graduate school at the end of their junior year at Rice can arrange to receive a Rice four-year bachelor's degree by submitting to the Committee on Examinations and Standing a degree plan that fulfills all normal university and departmental requirements for the bachelor's degree. Students *must* submit a degree plan before they begin graduate or professional training. The Committee on Examinations and Standing then reviews the degree plan submitted by each student and gives final approval.

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Students who want to take advantage of this junior-year admission may apply no more than 30 to 40 semester hours (10 courses) in transfer credit (courses must be acceptable to the student's major department and the registrar).

**Premedical and Predental Programs.** The entrance requirements for U.S. medical and dental schools include one year each of general chemistry, organic chemistry, physics, mathematics, biology, and English, plus laboratories required by the science courses. Because medical and dental schools seldom favor any one area of study, students may choose their majors according to their interests and capabilities. Their degree plans should provide them with both a broad cultural background and the necessary skills for an alternative career. Science or engineering majors will automatically satisfy most of the entrance requirements for medical or dental school, but students majoring in the humanities will need to make some adjustments in their study plans. Premedical and predental students should discuss their degree plans with the health professions advisers.

**Prelaw Program.** All degree programs offered at Rice satisfy the academic requirements for admission to law school. While many prelaw students major in history, political science, or economics, no law school specifies particular courses or curricula as prerequisites to admission. Most require only a baccalaureate degree and the passing of the Law School Admission Test. When selecting a major, students should simply keep in mind the provision in *The Official Guide to U.S. Law Schools* (published by the Law School Admission Council/Law School Admission Services in cooperation with the American Bar Association and the Association of American Law Schools) that prelegal education should develop oral and written comprehension and expression, as well as creative thinking and critical understanding of human values. While no particular discipline is paramount, the prelaw adviser usually recommends that students take expository writing courses and beginning accounting and economics courses. Interested students should contact the prelaw adviser. The guide to law schools cited above, reference books, and the catalogs of many leading law schools are available in the prelaw office in the Office of Academic Advising, Ley Student Center.

**Prebusiness Program.** Business schools consider the following when admitting students to their Master of Business Administration (M.B.A.) programs:

- Scholastic aptitude, as evidenced by undergraduate grades and performance on the Graduate Management Admission Test (GMAT)
- Extracurricular activities
- Work experience
- Effective oral and written communication

While no specific undergraduate major is preferred, students should select a major (or majors) where their academic performance is likely to be the strongest. The prebusiness adviser recommends that students take ECON 211/212 Principles of Economics I and II and ACCO 305 Introduction to Accounting as courses helpful for graduating seniors seeking employment in the private or public sector (most schools prefer students with relevant full-time work experience). Calculus has become increasingly important to business schools as well.

Interested students should consult the prebusiness adviser early in their undergraduate years. Because business schools differ in their objectives, curricula, teaching methods, job placement possibilities, and admission standards, students should be familiar with the programs of different schools before applying. The prebusiness adviser can also suggest the kinds of work experience that schools typically prefer.

**Reserve Officers' Training Corps (ROTC) Programs**

Rice hosts a Naval ROTC program, and students may participate in Army ROTC through a cross-enrollment program with the University of Houston. These programs train select college students who, upon graduation, receive reserve commissions as officers in the United States Army, Navy, or Marine Corps.

Most students enroll in the ROTC programs at Rice at the beginning of the fall term. While courses in naval science and military science are open to any student, they count as free electives and cannot satisfy a student's distribution requirements or departmental major requirements. The provost determines the credit assigned to each course in consultation with the Committee on the Undergraduate Curriculum. Performance in ROTC courses, however, weighs in the determination of probation, suspension, course load, and grade point average. Students suspended by the university for academic failure or other reasons are immediately discharged from the ROTC programs, as are students producing unsatisfactory course work and those lacking sufficient officer-like qualities, regardless of their academic performance.

For additional information on the ROTC programs and available scholarships, see both military science and naval science in the Departments and Interdisciplinary Programs and Courses of Instruction sections.

**UNDERGRADUATE DEGREE CHART**

School Department	Undergraduate Degrees Offered	Additional Options or Areas of Concentration (within majors)
<b>SCHOOL OF ARCHITECTURE</b>		
	B.A., B.Arch.	B.A. majors in architecture and in architectural studies
<b>GEORGE R. BROWN SCHOOL OF ENGINEERING</b>		
Bioengineering	B.S.	Areas of concentration in cellular and molecular engineering, systems engineering and biomedical instrumentation, and biomaterials and biomechanics
Chemical Engineering	B.A., B.S.Ch.E.	Focus areas in bioengineering, environmental science/engineering, materials science/engineering, and computational science/engineering
Civil and Environmental Engineering	B.A., B.S.C.E.	Civil engineering: options in structural engineering, environmental engineering, and engineering management Environmental engineering: B.A. as double major with any other Rice major; see also civil engineering and chemical engineering for B.S. options
Computational and Applied Mathematics	B.A.	Numerical analysis, operations research, optimization, differential equations, and scientific computation
Computer Science	B.A., B.S.C.S.	Areas of concentration in architecture, artificial intelligence, computational science, foundations, human-computer interaction, and software systems
Electrical and Computer Engineering	B.A., B.S.E.E.	Areas of concentration in communications and signal processing, computer architecture and networking, electro-optics, and device physics
Mechanical Engineering and Materials Science	B.A., B.S.M.E., B.S.M.S.	Majors in mechanical engineering and materials science and engineering
Statistics	B.A.	Theoretical and applied training orientations; engineering, scientific, and business applications of probability and statistics; joint work in related departments

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School Department	Undergraduate Degrees Offered	Additional Options or Areas of Concentration (within majors)
<b>SCHOOL OF HUMANITIES</b>		
Art and Art History	B.A., B.F.A.	Tracks in history of art and studio art; special fifth-year courses for B.F.A. candidates
Education	No undergraduate degree offered	Leads to secondary teaching certificate in conjunction with B.A. in major field
English	B.A.	
French Studies	B.A.	
German and Slavic Studies	B.A.	German and German cultural studies, and Russian/Slavic studies
Hispanic and Classical Studies	B.A.	Spanish language and literature, Latin American studies, classics, Greek, Latin, and Portuguese
History	B.A.	
Kinesiology	B.A.	Areas of concentration in exercise science, sports medicine, and sports management
Linguistics	B.A.	Areas of concentration in language, cognitive science, second language acquisition, and language, culture, and society
Philosophy	B.A.	
Religious Studies	B.A.	Distribution requirements in methodology and religious traditions
<b>JESSE H. JONES GRADUATE SCHOOL OF MANAGEMENT</b>		
	No undergraduate degree offered	Four accounting courses open to all undergraduates
<b>SHEPHERD SCHOOL OF MUSIC</b>		
	B.A., B.Mus.	B.A. in music; B.Mus. in composition, music history, music theory, and performance; joint B.Mus./M.Mus. with fifth year of study
<b>WIESS SCHOOL OF NATURAL SCIENCES</b>		
Biochemistry and Cell Biology	B.A.	Part of an integrated biosciences curriculum
Chemistry	B.A., B.S.	Chemical physics major offered jointly with physics resulting in a B.S. degree
Ecology and Evolutionary Biology	B.A.	Part of an integrated biosciences curriculum
Earth Science	B.A., B.S.	Majors in geology and in geophysics
Mathematics	B.A.	300-level courses oriented toward problem solving and applications and 400-level and above oriented toward theory and proofs; preparation for graduate studies or high school teaching or other areas; ample opportunity for double-majoring, especially with CAAM, COMP, ELEC, or PHYS; abundance of courses in analysis, topology, geometry, algebra, etc.
Physics and Astronomy	B.A., B.S.	Majors in physics with specific options in applied physics, biophysics, astrophysics, and astronomy; interdepartmental major in chemical physics
<b>SCHOOL OF SOCIAL SCIENCES</b>		
Anthropology	B.A.	Areas of concentration in archaeology and social/cultural anthropology
Economics	B.A.	Majors in economics and in mathematical economic analysis
Political Science	B.A.	
Psychology	B.A.	
Sociology	B.A.	

School Department	Undergraduate Degrees Offered	Additional Options or Areas of Concentration (within majors)
<b>INTERDEPARTMENTAL MAJORS</b>		
Area Majors	B.A.	Two or more departments and the Office of Academic Advising
Ancient Mediterranean Civilizations	B.A.	Anthropology, classical studies, Greek, Latin, history, history of art, linguistics, philosophy, and religious studies
Asian Studies	B.A.	Anthropology, art, history of art, history, humanities, linguistics, Chinese, Japanese, Korean, Sanskrit, political science, and religious studies
Cognitive Sciences	B.A.	Anthropology, cognitive sciences, computer science, electrical engineering, linguistics, philosophy, psychology, sociology, and statistics
Managerial Studies	B.A.	Accounting, computational and applied mathematics, economics, political science, psychology, and statistics
Medieval Studies	B.A.	History of art, classics, English, French, German, history, humanities, linguistics, Spanish, music, philosophy, political science, and religious studies
Policy Studies	B.A.	Environmental policy, government management, healthcare policy, international affairs, law and justice, business policy, and political management
Study of Women and Gender	B.A.	Anthropology, classics, English, French studies, German, history, humanities, linguistics, music, philosophy, religious studies, and sociology

### Teacher Certification

Students in the teacher education program earn Texas state teacher certification at the secondary level. Subjects include art, biology, chemistry, computer science, earth science, economics, English, French, general science, geology, German, health sciences, history, Latin, life-earth science, mathematical sciences, physical education, physical sciences, physics, political science, psychology, Russian, social studies, sociology, and Spanish. For more information on teacher certification programs at the undergraduate and graduate levels, see Education in the Departments and Interdisciplinary Programs and Courses of Instruction sections.

### Off-Campus Study and Exchange Programs

Each year more than 200 undergraduates from many different majors study away from campus, applying the transfer credit earned toward their degrees. The study abroad advisers and faculty advisers in each department help these students select their programs and arrange for credit transfers. (Rice follows the same general guidelines when transferring credit from both foreign and domestic universities.) In order to assure proper enrollment and transfer of credits, students planning to study abroad must make their arrangements through the Department of International Programs. This will include arranging prior approval for transfer credit through the relevant academic department(s) and the registrar. Detailed information on all programs, including application forms, is available from the Office of Academic Advising and International Programs (Ley Student Center).

### Affiliated Programs

**American University's Washington Semester Program.** Students majoring in policy studies or related fields may participate in American University's Washington Semester Program, which consists of a full semester's course work at American University and an internship that exposes its participants to the operations of different branches of the federal government. American University, located in Washington, D.C., offers separate programs in American politics, U.S. foreign policy, journalism, economic policy, justice, public law, and peace and conflict resolution. Students interested in the program should contact Professor Donald Ostdiek in the political science department.

**Biosphere 2.** What began as an experiment in closed-system living has developed into the world's largest and most sophisticated environmental laboratory. Now part of the Columbia University Earth Institute, Biosphere 2 Center, located in Oracle, Arizona, is committed to furthering research and to providing learning opportunities focused on sustaining and developing our planet's environment. Undergraduate programs take an interdisciplinary approach to the study of the earth and its systems (political, cultural, and economic, as well as physical and biological) and provide opportunities for students to conduct their own research. The program is well-suited to majors in environmental science and policy studies but is open to students from all disciplines.

**C. D. Broad Exchange Program with Trinity College, Cambridge.** This exchange program sponsored by the Student Aid Foundation Enterprises involves both students and faculty, linking Rice with Trinity College in Cambridge. Students compete for the chance to undertake one year of study as a visiting student at Trinity College; a Trinity student comes to Rice in alternate years.

**Butler University Institute for Study Abroad.** Rice's affiliation with Butler University Institute for Study Abroad enables students to enroll directly at many prestigious universities in England, Ireland, Scotland, Australia, and New Zealand. Students may stay for the full academic year or for one or two terms. The universities in Great Britain include a wide array of schools both in and outside London; schools in Australia and New Zealand include the Universities of Melbourne, Sydney, and Auckland. Butler ISA also cooperates with programs in Argentina, Chile, Cuba, and Costa Rica.

**Center for Education Abroad at Arcadia University (formerly Beaver College).** With more than 50 years of experience in study abroad, the Center for Education Abroad facilitates enrollment at numerous universities throughout Australia, England, Ireland, New Zealand, Scotland, and Wales. Additionally, CEA administers programs in Equatorial Guinea, Greece, Italy, Mexico, and Spain. Semester, full year and summer options are available.

**China Cooperative Language and Study Programs Consortium.** Under the auspices of the Council on International Education Exchange (CIEE), Rice participates in a consortium that offers students the opportunity to study at Peking University and Nanjing University in China and at National Chengchi University in Taipei. Prospective participants should consult with faculty teaching in the Asian studies major.

**Denmark's International Study Program.** Full-year, semester, and summer programs in Copenhagen are open to Rice students through this program established under the Danish Ministry of Education and the University of Copenhagen. Academic offerings, which focus on liberal arts, biology, engineering, and architecture and design, include study tours to Russia and Europe. Prior knowledge of the Danish language is not required.

**Exchange Program with the Federation of German-American Clubs.** Rice students with at least two years of college German language credit may apply for the 10-month exchange program co-sponsored by Rice and the Federation of German-American Clubs. Successful applicants enroll in a university in one of 20 locations throughout Germany. The faculty of the Department of German and Slavic Studies, in cooperation with the Department of International Programs, selects one or two Rice students each year for an even exchange with German students. The Federation of German-American Clubs assigns students to their respective universities, according to their preferences as well as their individual qualifications and field of study. Rice students pay Rice tuition, room and board, which are applied toward the expenses of their exchange partner. While in Germany, Rice students are then supplied with tuition and a monthly stipend for room and board. In addition, the Federation of German-American Clubs provides transportation, entertainment, housing for students to attend five to six meetings in various locations throughout Germany. Students should submit their applications by late February. Applications are available in the Department of International Programs.

**Global Engineering Education Exchange (Global E3).** This international exchange program allows engineering students to gain practical training overseas at participating universities while receiving Rice credit. Currently, more than 70 universities in 13 countries are members of the Global E3 program. Member countries include Australia, Austria, Denmark, France, Hungary, Japan, Mexico, Singapore, Spain, Korea, Turkey, the United Kingdom, and the United States. Some member institutions conduct courses in English, and at others, foreign language is required. Almost all engineering disciplines are available among the many Global E3 member institutions, although not every discipline is available at every school. Through tuition swaps, students continue to pay tuition to their home campuses rather than to the overseas host universities. Engineering students at the junior or senior level are eligible for the program, and students can participate for a summer, semester, or academic year.

**Institute for the International Education of Students (IES).** Rice is an affiliate university of IES, a system of centers in Berlin, Dijon, Dublin, Freiburg, LaPlata, London, Madrid, Milan, Nantes, Paris, Salamanca, Vienna, Adelaide, Melbourne, Beijing, Tokyo, Kasugai, and Nagoya. In most cases, the institute centers are associated with a host university; students may take courses offered by both the center and the university. Counselors and faculty from IES and the host university help students select courses, facilitate registration, arrange for university examinations, and provide transcripts to Rice.

**International Studies Abroad (ISA).** Established in 1987 to facilitate study abroad programs for American college students, ISA offers quality summer, semester and full year options in Spain, France, Mexico, Costa Rica, Chile, Argentina and Australia. All language-based ISA programs emphasize language acquisition and cultural immersion for students at various levels of proficiency. Students on these programs have the opportunity to take classes with students from the host university while living with a host family. ISA is committed to student service and can often design programs to meet individual student needs. All ISA programs include a number of cultural excursions.

**Intercollegiate Center for Classical Studies in Rome.** This Rice-affiliated center in Rome focuses on classical studies. Operated through Duke University, this semester-long program offers undergraduate courses taught by European and American professors in Greek and Latin literature, ancient history and archaeology, and ancient art. This program is particularly suited to majors in ancient Mediterranean civilizations, although juniors or seniors majoring in art history or classics would benefit as well.

**Rice Fall Semester Program in Chile.** The Department of Hispanic and Classical Studies offers a one-semester program each fall in conjunction with the University of Chile in Santiago. Students in good standing who are reasonably proficient in Spanish may apply. They take courses both from the Rice professor who accompanies the group (in advanced Spanish) and from the University of Chile (in a number of fields). The program often includes students from other U.S. universities. Further information is available from the department office in 103 Rayzor Hall.

**Rice University–Kyushu University Exchange Program.** Japan in Today's World (JTW) is a two-semester program that enables students from select universities to study Japanese economy, science, language, and culture at Kyushu University's Fukuoka City campus. Highly motivated students with sophomore standing and a good academic record may apply. Courses are taught in English (except for Japanese language courses) and no previous Japanese language study is required. However, students are encouraged to take classes in Japanese and Asian studies before entering the program.

Kyushu University also offers a six-week summer program in which students may focus on Humanities and Social Sciences or the Natural Sciences, as well as study Japanese language. Students on the Humanities and Social Science Track take coursework in Asian studies. Students on the Natural Science Track perform laboratory work in a research institute at Kyushu University, according to their area of study.

Students accepted to these programs may apply for Kyushu University's merit-based scholarships.

**Rice University–Swarthmore Exchange Program.** An exchange program between Rice and Swarthmore College allows qualified Rice students to spend one or two semester(s) of their sophomore, junior, or senior year on Swarthmore's wooded campus near Philadelphia. This nonsectarian coed college with ties to the Society of Friends (Quakers) has academic standards similar to those at Rice. Students who enroll at Swarthmore in its normal program of 4 courses receive 16 semester hours of transfer credit toward their Rice degree. Each student pays tuition, room and board to his or her home school. Rice students apply in January by submitting a letter of application and two supporting letters from faculty members.

**Sea Education Association.** Rice's affiliation with Sea Education Association enables students to spend a semester concentrating their studies on deepwater oceanography. Half the time is spent in laboratories at Woods Hole, Massachusetts, and the other half aboard a sailing vessel in the Caribbean conducting research. Another option, Maritime Semester, lets students study the development of maritime cultures and commerce in New England and Canada while sailing off the North American coast.

**Sweet Briar Junior Year in France Program.** Established in 1948, the Sweet Briar Junior Year in France Program enables college students in the U.S. and Canada to spend a semester or year studying at four universities and other institutions of higher education in Paris. While some participants are French majors, many others specialize in such areas as art and art history, comparative literature, government, history, international relations, mathematics, music, philosophy, political science, religion, and theater arts. Following a four-week orientation period in Tours, students are encouraged to experience French culture by living with families while studying in Paris.

**Syracuse University Division of International Programs Abroad (DIPA).** DIPA operates academic centers in England, France, Hong Kong, Italy, Spain, and Zimbabwe. Each center has close ties to local universities, allowing students to design integrated programs of study appropriate to their academic and language abilities.

Classes at the centers are small and are taught by distinguished local faculty and professionals. There are no language prerequisites, as options are available for every language level—from beginner to advanced—and language study is required at all levels. Students can elect to take courses at DIPA centers taught in English or the in the host country language; intermediate and advanced language students have the further option to combine classes offered at the center with study at an affiliated university. DIPA offers a broad curriculum that covers arts and sciences, visual and performing arts, architecture, and communications and includes intensive on-site lectures and seminars.

**University of East Anglia.** This British university, located just outside of Norwich, is known worldwide for excellence in creative writing. Rice students studying abroad at UEA have access to courses in prose fiction, drama, and poetry writing, as well as special access to UEA's Visiting Writers program. Recent contributors to the program have included A.S. Byatt, Germaine Greer, Andrew Davies, and Doris Lessing. In addition to creative writing, EAU has particularly fine programs in history, art history, environmental science, and sociology.

## Academic Regulations

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All undergraduate students are subject to the academic regulations of the university. Students are responsible for making certain they meet all departmental and university requirements and academic deadlines. The Committee on Examinations and Standing administers the rules described below. Under unusual circumstances, students may submit a written petition requesting special consideration to the committee. Students should address all correspondence to the committee in care of the vice president for student affairs.

### Registration

Currently enrolled students preregister in April for the fall semester and in November for the spring semester. They complete registration at the beginning of each semester. Entering students complete their registration during Orientation Week before classes begin in August. To be properly registered, new students must complete, sign, and return a matriculation card. New students may not register or attend classes until they return a properly completed health data form and meet immunization and TB screening requirements. Immunizations required for admission are diphtheria/tetanus, measles, rubella, and mumps, with immunizations against hepatitis B and chicken pox recommended. The Mantoux tuberculin skin test is also required. A late fee of \$30 is charged for failure to submit a fully completed health data form by the required date. Each year, the Office of the Registrar publishes the specific deadlines for the semesters of that year.

Unless students elect a special payment plan, they must pay all tuition and fees for the fall semester by the end of the second week in August and for the spring semester by the end of the first week in January.

Students who do not register and who fail to request from the registrar an extension of the deadline in the Academic Calendar (pages vii–ix) are considered withdrawn from the university by default. To be readmitted, students must be in good standing and must pay a late registration fee of \$90.

After the fourth week of classes, students may be readmitted by the vice president for enrollment *only* for good reason and with the approval of the Committee on Examinations and Standing or the vice president for student affairs.

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**Drop/Add.** During the first two weeks of the semester, students may add courses to their registration without penalty with appropriate adviser's approval. During the first four weeks, students may drop courses without penalty with appropriate adviser's approval. After the second week of the semester, the following conditions apply for adds and drops:

**Undergraduate students in their first semester at Rice:**

- Must obtain instructor's permission and the adviser's approval to add a course between the second and the end of the fourth week of classes
- May not add courses after the fourth week of classes
- May drop courses up to the last day of classes

**All other students:**

- Must obtain instructor's permission and the adviser's approval to add a course between the second and the end of the fourth week of classes
  - May not add courses after the fourth week of classes
  - May not drop courses after the end of the 10th week of classes, except with the approval of the Committee on Examinations and Standing (a \$30 fee is assessed for courses dropped after the 10th week by non-first-semester students)
- Students may not drop courses where the Honor Council has ruled a loss of credit.

**Schedule of add fees:**

Week 3	\$10	Week 7	\$30
Week 4	\$10	Week 8	\$30
Week 5	\$30	Week 9	\$30
Week 6	\$30	Week 10	\$30

**Schedule of drop fees:**

Week 3	\$0	Week 7	\$10
Week 4	\$0	Week 8	\$10
Week 5	\$10	Week 9	\$10
Week 6	\$10	Week 10	\$10

*Note to the above:* weeks are defined as academic instruction; thus, spring breaks are not included in this calculation.

A \$30 fee is levied for each add or drop after the 10th week of classes.

**Course Load.** Students at Rice normally enroll for 15 to 17 semester hours each semester. For most students, this allows them to complete the requirements for graduation in 8 semesters. Students must secure permission in writing from the vice president for student affairs before registering for courses, if they want to:

- Register for more than 20 credits
- Register or drop below 12 credits
- Register concurrently at another university

No student may receive credit for more than 20 credits in a semester, including courses taken elsewhere, without this prior written approval.

Students should also be aware that the registrar's office must report a student's part-time status to various groups, such as loan agencies, scholarship foundations, insurance companies, etc. It is in the student's best interest to determine if he or she will be affected in any way by part-time status.

Students may not register for more than 1 course at the same hour unless they receive permission from the instructors involved.

### **Declaring Departmental Majors**

Students normally designate a major before preregistration for the junior year and will not be permitted to register for the fall semester of the junior year without having declared a major. To assist students with this selection, Majors Day, an event at which departments and preprofessional offices provide information about their programs, is held each spring semester. Once a student declares a major, the department or title of the major is then noted on the student's transcript, and a faculty adviser in the major department is assigned. Introductory courses taken before formal designation of a major may be counted in fulfilling the major requirements.

In order to receive a bachelor's degree, a student must complete the requirements for at least one major. Students declare their major using a form provided by the registrar. The department chair or designee must sign the form acknowledging the declaration. It is expected that the department will counsel the student about the requirements that must be met and the likelihood the student will be able to meet them. If the department believes a student is not well prepared for success in its major, it may express its reservations on the form. No department or program may, however, refuse to admit an undergraduate as a major, with the exception of the School of Architecture and the Shepherd School of Music or in the case of limitations of resources. In such cases, departments must publish criteria they will use to limit the number of majors together with their major requirements.

Although students normally declare a major by the time of preregistration for the spring semester of their sophomore year, they are always free to change departmental majors in the junior or senior year. However, such a change may entail one or more additional semesters at the university. Area majors are an exception to this rule and must be declared by the fourth semester prior to graduation (see Area Majors below). Students and their advisers should regularly review progress toward their degrees.

For information on the specific requirements for any departmental major, students should consult the departmental listings and seek the advice of a faculty member in the department.

### **Area Majors**

Students are usually the ones to initiate an area major, working it out in conjunction with advisers from the Office of Academic Advising and with faculty advisers from each of the departments involved. After designing a comprehensive and substantial course of study and deciding on an appropriate title, all parties sign off on the plan. The chairs of the involved departments and the Committee on the Undergraduate Curriculum determines final approval. At that point, the Office of Academic Advising officially certifies the approved plan to the registrar and goes on to oversee the major on behalf of the faculty advisers. Any change in the proposed requirements requires the approval of both the faculty advisers and the Committee on the Undergraduate Curriculum.

Interested students who are unsure which departments to approach should check with the Office of Academic Advising during their sophomore year. Students may not propose an area major if they are within three semesters of graduation unless the Committee on Examinations and Standing rules that exceptional circumstances warrant this action. Under no circumstances may students declare an area major in their final semester before graduation.

### **Second Four-Year Bachelor's Degree**

Currently enrolled undergraduates, Rice graduates with a bachelor's degree, and graduates from other universities with a bachelor's degree have the option of earning a *second* four-year bachelor's degree at Rice in a different discipline. This degree must be a different bachelor's degree from the one already held; for example, the holder of a B.A.

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degree may pursue course work leading to the B.S. or B.Mus. degree. Rice students should note that they can apply courses they completed at Rice as Class III students to the second degree only with the approval of the major department for that degree. (Class III students are students who already have college degrees and are taking courses for credit outside of a Rice degree program.)

**Students Already Enrolled at Rice.** To earn a second four-year bachelor's degree, currently enrolled undergraduates who have not yet completed their first bachelor's degree must:

- Be accepted for the second major by the major department
- Fulfill all requirements for the second degree
- Complete at least 30 additional semester hours at Rice beyond the hours required for their first degree (these hours are applied to the second degree)

Students seeking admission to this program should apply to the registrar. The application should include a written statement identifying both proposed majors and specifying an approved course program for each. It should also contain a statement from the chair or undergraduate adviser of each department involved, indicating that the proposed course program satisfies all major degree requirements.

**Students with a Bachelor's Degree from Rice.** Rice graduates who wish to earn a different four-year bachelor's degree must:

- Be accepted for the major by the major department
- Fulfill all requirements for the second degree
- Complete at least 30 additional semester hours at Rice beyond their first bachelor's degree (these hours are applied to the second degree)
- Attend Rice full time for at least two semesters during the fall and/or spring terms beyond their first bachelor's degree

The entire undergraduate record for these students continues cumulatively. Those seeking admission to this program should apply to the registrar. The application should include a written statement specifying the proposed major and course program for the second degree, a supporting letter from the chair of the major department, and an explanation of the student's reasons for seeking a second degree.

**Students with a Bachelor's Degree from Another School.** Other graduates who wish to earn a four-year bachelor's degree in a different major from Rice must:

- Be accepted for the major by the major department
- Fulfill all requirements for the second degree
- Complete at least 60 semester hours at Rice (these hours are applied to their Rice degree)
- Attend Rice full time for at least four fall and/or spring semesters

Interested students should apply for admission through the Office of Admission, following procedures and meeting criteria similar to that for transfer applicants (see page 46). A complete application file includes the \$35 application fee, official transcripts of all undergraduate and graduate work, two letters of recommendation from the most recent college attended, and standardized test scores (the SAT, SAT I, or ACT).

**Financial Aid and Housing.** Students seeking information about financial aid available to participants in the second degree program should contact the Office of Student Financial Services. Students admitted to the second degree program may request assignment to a college, but they will have lower priority for on-campus housing than students enrolled for a first four-year bachelor's program. This means that housing will probably not be available.

### **Honors Programs**

To enroll in the two-semester **Rice Undergraduate Scholars Program**, students register for HONS 470–471 Proposal Development and Research. This program is for juniors and seniors in all disciplines who are considering graduate study and an academic career after graduation. Students enroll in the program plan and execute independent research under the supervision of a sponsoring faculty member (they may apply for funding to cover expenses related to their projects). They meet once a week to discuss each other's work and to hear a range of presentations on life in academia. Students may apply in the spring of each year. For more information, contact the program's faculty co-director, James L. Kinsey, in the chemistry department.

Individual departments may offer undergraduates the option of **honors program** enrollment. These programs enable students to receive advanced training or to deepen their understanding of a given discipline through an intensive program of independent supervised research. Customary procedure is for students to submit a proposed project to their department's Undergraduate Committee, which helps them rework it, as needed, into a substantial but feasible proposal. Once accepted, students are assigned a faculty adviser to guide their research. The project concludes in an honors thesis, which the adviser and two readers evaluate, and an oral examination. Departments also use honors programs to formally recognize students who have shown outstanding work through their individual projects. Acceptance into a departmental honors program is at the discretion of the faculty. For specific requirements and procedures, students should contact the individual departments.

### **Transfer Credit**

Courses taken at another college or university that are appropriate to the Rice curriculum may be approved for transfer credit toward a Rice undergraduate degree. This includes credit for summer school courses not taken at Rice. Credit is normally given for courses whose content makes them equivalent to courses that are or could be offered at Rice. Students must have taken the course at an academic institution accredited by a regional accrediting agency and must have earned a grade of C- or better. Students may not transfer courses taken pass/fail or on a similar basis at other institutions.

The registrar, in conjunction with the academic departments, determines whether courses are appropriate for transfer to Rice. Individual departments may place additional restrictions on particular courses and/or institutions. No more than 14 semester hours of transfer credit taken in summer schools other than Rice may be applied to any Rice degree. Similarly, various majors and degree programs may limit the amount of transfer credit that students may apply to them.

Because of these restrictions, students are strongly advised to seek prior approval from the registrar before taking courses elsewhere. For courses in a student's major or for other highly specialized courses, the registrar may require that the student secure approval from the major department. Without prior approval, students cannot be certain that credit taken at another institution will be transferred.

If approved, the equivalent Rice course is entered on the student's record *after* the registrar receives an official transcript from the other college or university. Credit is generally determined on a pro rata basis. No grade is entered, and transferred courses have no effect on a student's Rice grade point average. However, all requirements satisfied by the equivalent Rice course are satisfied by the transferred course.

### Excused Absences

Students are expected to be in attendance at all of the classes for which they are registered during the entire course of the academic semester for which they are enrolled. The university understands, however, that students participating in university-sponsored extracurricular activities may, on rare occasions, need to miss a class session. As a matter of course, students should inform their instructors in advance of absences resulting from participation in university-sponsored activities, and faculty will normally give a reasonable opportunity to make up work missed on such occasions. Absences for activities other than university-sponsored events may also be negotiated on an informal basis between the student and the faculty member. Alternatively, absences may be formally excused on a case-by-case basis if a petition explaining the nature of the event, accompanied by suitable documentation, is submitted to the Committee on Examinations and Standing at least two weeks before the event.

### Final Examinations

Most courses include final examinations, but the decision to give a final exam as a required part of the course rests with the instructor and the department. All tests and examinations are conducted under the honor system (see page 7).

Examinations are considered final examinations when they:

- Cover more than the material learned since the last test, or
- Are the only exam in the course, or
- Require comprehensive knowledge of the entire course

Such exams may be given only during the final examination period.

Final examinations are normally three hours long. When instructors, for exceptional reasons, wish to give a longer examination, they schedule it as a take-home exam; even then, they may not exceed five hours. The “due date” for all take-home finals is the end of the final examination period.

The Committee on Examinations and Standing recommends that hour-long exams not be given in the final week of classes in those courses in which a final is given.

University-sponsored events at which student attendance is required may be scheduled in or outside of Houston during the period from Monday through Saturday during the last week of classes, so long as no more than one day of classes and one night would be spent out of Houston from the previous Sunday night through Friday afternoon. Events scheduled on Saturday may involve travel on Friday evening and on Sunday. However, no events may be scheduled on Sunday and thereafter until the conclusion of the final examination period. Exceptions may be authorized only by the Committee on Examinations and Standing.

**Grades** (See also Faculty Grading Guidelines on pages 7–8.)

**The Pass/Fail Option.** Undergraduates may register for courses on a pass/fail basis. Such students:

- May not take more than 1 course as pass/fail per semester for each full year of residence (students studying in off-campus programs through Rice are considered to be in residence for the purpose of this rule)
- May not take more than 4 courses total as pass/fail (even if they are in a five-year degree program)
- May not take more than a total of 14 semester hours total as pass/fail
- May register for only 1 course as pass/fail in a semester
- May not take as pass/fail those courses specifically required for the major or courses falling within the major department or major area. If students take such courses pass/fail, the registrar will automatically replace the P with the grade earned

- Must file the proper form for a course to be taken pass/fail no later than the posted deadline, usually the end of the 10th week of the semester (the Committee on Examinations and Standing rarely approves conversion to a pass/fail designation after that deadline)

Students may convert a pass/fail course to a graded course by filing the proper form with the registrar. The deadline is by the end of the fifth week of the following semester. Because they have the option of changing to a grade designation later, students should consider registering a course as pass/fail early in the semester.

Students should be aware that while a grade of P does not affect their grade point average, a grade of F is counted as a failure and is included into their GPA. Students who take a course during the Rice summer session as pass/fail should also be aware that this counts toward their allowable total of 4 courses.

**Grade Symbols.** Instructors are required to report a grade for all students (except auditors) whose names appear on the class list. They grade their students using the following conventional symbols: **A, B, C, D,** and **F.** Students successfully completing a course pass/fail receive a **P,** while failure to complete the course successfully is indicated by an **F.**

Students may repeat courses previously failed, but the record of the first attempt (and grade) remains on the transcript, and both grades are included in grade point average calculations. If students repeat courses previously passed, credit is awarded only once unless the course description states that students may repeat it for additional credit. In the latter case, each grade appears on the permanent record and is included in the grade point average.

**Grade Designations.** Under certain circumstances, special designations accompany the student's grade. These designations do not affect the grade point average. For students who receive a designation of "incomplete" or "other," the grade reflects a calculation that gives zero credit for work not completed. It does not become part of the student's record (except as discussed below). For students who receive a W, indicating withdrawal from the university within the last five weeks of classes, the grade is based on the performance of the student up to the time of withdrawal. It does not appear on the student's record and is used solely in determining the student's eligibility for readmission. The special designations include the following:

**INC ("Incomplete")**—Instructors report this designation to the registrar when a student fails to complete a course because of verified illness or other circumstances beyond the student's control that occur during the semester. Students must complete the work, and instructors must submit a revised grade, by the end of the fifth week of the next semester; otherwise, the registrar's office records the grade originally submitted. Students with an "incomplete" must be certain that tests, papers, and other materials affecting their grade or essential to completing a course requirement are delivered *by hand* to the appropriate professor or office. Loss or lateness because of mail service is not an acceptable excuse for failing to meet academic deadlines. A student who receives two or more "incompletes" in a semester may not enroll in the next semester for more than 14 semester hours. Students should also be aware that they may be placed on probation or suspension when the "incomplete" is changed to a grade, either by an instructor or by default.

**## ("Other")**—Instructors report this designation to the registrar when a student fails to appear for the final examination after completing all the other work for the course. Students must resolve the matter, and instructors must submit a revised grade, by the end of the first week of the second semester or by the end of the fourth week after commencement, whichever is applicable. If the registrar's office does not receive

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a revised grade, the original grade submitted is recorded. A designation of “other” is also used if an accusation has been made to the Honor Council. As noted above, students should be aware that they may go on probation or suspension when the “other” is changed to a grade, either by an instructor or by default.

**W (“Withdraw”)**—This designation appears for each course in which students are enrolled at the time of their withdrawal from the university. Courses dropped by students before the “late drop” deadline are removed entirely from the transcript. Courses dropped, with the approval of the Committee on Examinations and Standing, after the deadline receive a W. When requests for late drops are denied by the committee, the registrar records the submitted grade. See Voluntary Withdrawal and Readmission under Withdrawals and Leaves (pages 38–39) for rules concerning withdrawal in the last five weeks of classes.

**NG (“No Grade”)**—This designation indicates that the instructor failed to report a grade. Instructors are responsible for resolving this situation as quickly as possible.

**NC (“No Credit”)**—This designation signals that no credit was granted for the course. It is only used for people auditing the course.

**Grade Points.** To compute grade point averages, letter grades are numbered as follows:

<i>Grade</i>	<i>Grade Points</i>
A	4.00
B	3.00
C	2.00
D	1.00
F	0.00

Instructors may attach plus and minus signs to every grade except F. In those cases, one-third of a grade point is added or subtracted, respectively. It is general university grading practice to give pluses and minuses. The Committee on Examinations and Standing has drawn up guidelines on grading for the information of faculty and students.

**Grade Point Averages.** Grade point averages are calculated as follows. For each course, the credit attempted in semester hours and the points for the grade earned are multiplied. Then these products (one for each course) are added together, and the sum is divided by the total credit attempted. Grade point averages are reported each semester on the student’s grade report and appear on unofficial transcripts. However, grade point averages are not included on official transcripts nor, like class ranks, are they reported to any external agency.

**President’s Honor Roll.** This honor roll, published each semester, recognizes outstanding students. To be eligible, students must have earned grades in a total of 12 or more semester hours without receiving a grade of F. (Pass/Fail courses may not be counted.) Approximately 30 percent of the top undergraduates receive recognition each semester. While undergraduates enrolled in a four-year bachelor’s degree program are always eligible for the President’s Honor Roll, students enrolled in five-year bachelor’s or master’s programs are eligible only during their first 8 semesters.

### Academic Discipline and Other Disciplinary Matters

**Academic Probation.** Students are placed on academic probation at the end of any semester if:

- Their grade point average for that semester is less than 1.67
- Their cumulative grade point average is less than 1.67 (this requirement is waived if the grade point average for that semester is at least 2.00)

The period of probation extends to the end of the next semester in which the student is enrolled. Students on probation (academic or disciplinary) may not be candidates for, or hold, any elected or appointed office, nor are they allowed to enroll in more than 17 semester hours.

**Academic Suspension.** Students are suspended from the university at the end of any semester if they:

- Earn grades that will place them on academic probation a third time
- Have a grade point average for the semester that is less than 1.00 (exceptions are made for students completing their first semester at Rice)

Students readmitted after a period of suspension will be suspended again if, in any succeeding semester, they fail to meet at least one of the following requirements:

- A cumulative and semester grade point average of at least 1.67
- A semester average of at least 2.00

The first suspension period is normally one semester; the second suspension period is at least two semesters. Students are not readmitted after a third suspension.

Students who are going to be suspended for academic performance are notified by the registrar after all final grades have been received by the faculty and posted to their record. Suspension is lifted the first day of class of the semester when the student returns to the university. When students serve the nominal term of suspension but do not intend to return to Rice, suspension is lifted after permission from the Committee on Examinations and Standing is granted.

For students facing a first or second academic suspension who verify with their department that they will complete their degree requirements in one semester if allowed to return, may have their suspension reduced to probation. Students may invoke this ruling only once for a given academic degree plan.

Students who graduate at the end of a semester under academic circumstances that would normally place them on probation or suspension will not have the terms “academic probation” or “suspension” placed on their transcript for that semester.

**Disciplinary Probation and Suspension.** The assistant dean of student judicial programs may place students on probation or suspension for an honor system violation or for other disciplinary reasons. Students on disciplinary suspension (including for an honor system violation) may not receive their degree even if they have met all academic requirements for graduation. They must leave the university within 48 hours of being informed of the dean’s decision, though in cases of unusual hardship, the college master and assistant dean of student judicial programs may extend the deadline to one week. Any tuition refund will be prorated from the official date of suspension, which is determined by the registrar. While on disciplinary suspension, students may not run for, or hold, any elective or appointed office in any official Rice organization, nor may they serve as an Orientation Week adviser once they return to the university. Participation in student activities on and off campus and use of Rice facilities, including the student center, the colleges, the playing fields, the gym, and the computer labs, are limited to *enrolled* students.

**Readmission After Suspension.** Students seeking readmission after **academic suspension** should address a letter of petition to the Committee on Examinations and Standing, which must receive it at least one month before the beginning of classes. The petition should include two supporting letters from persons for whom the student has worked during the suspension period as a student or an employee. If the problems causing the previous difficulty appear to be resolved, the student generally is readmitted. Students returning from a second suspension must submit an academic program approved by the

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Office of Academic Advising before they are readmitted. These students must also maintain regular contact with that office throughout the semester. In some instances, the committee may postpone approval of readmission or rule that suspension is permanent. Under those circumstances, students desiring special consideration with regard to readmission should petition the committee in writing.

Students seeking readmission after leaving the university due to **disciplinary or other nonacademic action** should submit a petition in writing for review by the assistant dean of student judicial programs.

**Rice Summer School.** Although it may do so at its discretion, the Committee on Examinations and Standing does not normally place on probation or suspension students who perform poorly in the Rice Summer School. Students should be aware, however, that Rice Summer School grades are included in their grade point averages.

### Withdrawals and Leaves

**Voluntary Withdrawal and Readmission.** Students may withdraw voluntarily from the university at any time during the semester up until the last day of classes. If they are in good academic standing at the time of their withdrawal, students are normally readmitted after they submit a written application to the Committee on Examinations and Standing. If students withdraw for major medical or psychological/psychiatric reasons, however, they must meet the readmission conditions for an involuntary withdrawal (see below).

Students wishing to withdraw should inform their college master in person and give written notification to the vice president for student affairs, who notifies other offices of the university as necessary. If students withdraw within five weeks of the last day of classes, the committee takes into account their grades (which reflect their performance up to the day of withdrawal) when ruling on their readmission. Students whose grades would have led to suspension had they not withdrawn are treated, for purposes of readmission, as if they had been suspended. Such students must meet the requirements for readmission under academic suspension (see page 37).

Students who fail to give notice of withdrawal should expect to receive failing grades.

**Involuntary Withdrawal.** The university may insist on a student's involuntary withdrawal if, in the judgment of the vice president for student affairs, the student:

- Poses a threat to the lives or safety of him/herself or other members of the Rice community
- Has a medical or a psychological problem that cannot be properly treated in the university setting
- Has a medical condition or demonstrates behavior that seriously interferes with the education of other members of the Rice community

Students should submit written petitions for readmission after involuntary withdrawal to the vice president for student affairs, providing evidence that they have resolved the problems leading to their withdrawal. Some cases may require an interview with the director of the Rice Counseling Center, with the director of Student Health Services, or with their designees.

**Unauthorized Withdrawal.** Students who leave the university without first obtaining permission to withdraw are considered to have resigned. Although students who resign are not normally considered for readmission, they may petition first the Committee on Examinations and Standing, then the vice president of student affairs. Withdrawal without permission is noted on the transcript, but readmitted students may petition to have this notation expunged from their record by following the procedures described in the Code of Student Conduct.

**Leave of Absence.** Students may request a leave of absence from the university by applying in writing to the vice president for student affairs at any time before the first day of classes in the semester for which they are requesting leave. A leave of absence taken after the first day of classes is considered a voluntary withdrawal.

To gain readmission following an approved leave of absence of not more than four semesters, students need only notify the vice president for student affairs at least one month before the beginning of the semester that they intend to end their leave. After a leave of more than four semesters, they should apply in writing to the Committee on Examinations and Standing as if the leave were a voluntary withdrawal (see page 38).

Approval of a leave of absence is always contingent on the student's satisfactory completion of course work in the semester preceding the leave. Students performing poorly may have their approved leave converted to suspension.

**Approved Leave to Study Abroad.** Students wishing to take a leave of absence to study abroad and who intend to transfer credit back to Rice must complete an Approved Leave for Study Abroad form and a transfer credit form (including required signatures). Forms are available from, and should be returned to, the Office of International Education, Ley Student Center. This approval process takes the place of the regular request for a leave of absence (see above). At the end of their foreign study and 30 days before classes begin at Rice, students must notify the director of international education, in writing, of their intention to either return to Rice or take a regular leave of absence.

### **Applicable Academic Regulations**

Students enrolled in four- (or five-) year bachelor's programs may decide whether to operate under the academic regulations in effect when they first registered at Rice or those in effect when they graduate. If they graduate more than seven (or eight) years after their initial registration, they must operate under the regulations in effect at the time of their last readmission. Also, departments may review courses completed in a major more than seven (or eight) years prior to the student's anticipated graduation. If the department concludes that a course no longer satisfies the requirements of the major, it is not credited toward the major program, although it remains on the student's record.

Departmental major requirements may vary from year to year during the period between a student's matriculation and graduation. The department may, at its discretion, make any of these variations available to a student for completion of the major requirements. If a new degree program or major is created during the student's time at Rice, the new program will be available to a student as if the program appeared in the General Announcements at the time of matriculation.

### **Name Changes**

In order to comply with a number of government agencies reporting requirements, the university must record the name of each student who is a U.S. citizen as the student's name appears on his or her Social Security card. Students who need to change their names on Rice University records and who are U.S. citizens must notify the Office of the Registrar and present a Social Security card, marriage license, divorce decree, or court order and picture identification when submitting the form. After the change is implemented, the name on the Rice University transcript will read as printed on the supporting document(s).

### **Change in Enrollment**

The academic calendar lists deadlines for dropping or adding a class or section. This schedule is binding for all students. Adding or dropping a course, including transferring from one section to another or changing credit status in a course must be

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accomplished through completion of the appropriate forms and submission to the Office of the Registrar.

### **Transcript Policies**

Transcripts are issued only at the request of the student. Transcript requests should be made at least three working days prior to the desired date of issue. A \$5 fee per transcript must be received before a transcript is issued.

Transcripts that have been presented for admission or evaluation of credit become a part of the student's permanent record and are not reissued. Transcripts from other institutions, if needed, must be sent to Rice University directly from the original issuing institution.

### **Student Records**

Rice University assures the confidentiality of student educational records in accordance with state and federal laws, including the Family Educational Rights and Privacy Act. Student academic records are maintained primarily in the Office of the Registrar and in the academic department of the student's major, as well as various other offices around campus. All students have the right to review their records to determine their content and accuracy, to consent to disclosures of personally identifiable information as defined by law, and to file complaints with the Department of Education. Parents of dependent students, as defined by the Internal Revenue Code, who give evidence of the dependent status, have the same rights..

### **Release of Student Information from Educational Records**

The disclosure or publication of student information is governed by policies of Rice University and the Family Educational Rights and Privacy Act.

A student's consent is required for the disclosure or publication of any informational which is a) personally identifiable and b) a part of the educational record. However, certain exceptions to this general rule, both in types of information which can be disclosed and in access to that information, are allowed by the regulations of the Family Educational Rights and Privacy Act. Rice may allow access to personally identifiable information without a student's prior consent to its faculty or staff who legitimately require this information to perform their instructional, supervisory, advisory, or administrative duties.

In accordance with the law, a student's prior consent is not required for disclosure of portions of the educational record defined by the institution as directory information. The following directory information may be released by the university:

1. Name, local and permanent address, and telephone number(s);
2. Date and place of birth and sex;
3. Classification and major and minor fields of study;
4. Participation in officially recognized activities and sports;
5. Weight and height of members of athletic teams;
6. Dates of attendance, degrees and awards received;
7. The most recent previous educational agency or institution attended by the student; and
8. Photographic image.

The information above, designated by the university as directory information, may be released or published by the university without a student's prior written consent unless exception is made in writing by the student or the parents of a dependent student. Students who prefer to avoid access to or release of directory information must notify the registrar in writing prior to the end of the second week of fall classes, and the university will withhold access to, or release of, directory information until further written instruction is received.

Students have a right to challenge the accuracy of their educational records and may file written requests to amend these records. The Office of the Registrar should be contacted for further information regarding the procedure to follow for questions or problems.

For complete information regarding the policies outlined above, please contact:

**Rice University Registrar**  
Rice University  
Office of the Registrar – MS 57  
6100 Main Street  
Houston, TX 77005-1892  
Email: reg@rice.edu

**Veterans Information**

The Office of Veterans Affairs assists all veterans and their dependents who wish to receive VA educational benefits. The office also provides personal counseling, fee deferments, tutorial assistance, and work-study jobs.

Veterans who are planning to attend the university should contact the Office of Veterans Affairs at least two months prior to the date of entry. Such time is required to expedite the processing of paperwork for educational allowances from the Veterans Administration.

**Training Status**

Full Time ..... 12 Credits            1/2 Time ..... 6 Credits  
3/4 Time ..... 9 Credits            Less than 1/2 Time ..... 5 Credits

For rate of monthly payment of educational allowances for veterans and dependents, please contact Office of Veterans Affairs.

For additional informational regarding other Veterans Educational Programs contact the Office of the Registrar 713-348-4999 or reg@rice.edu.

**Application for Graduation**

All students must complete an Application for Graduation Form available in the Office of the Registrar. This form is required for all students who plan to complete their degree requirements at the end of the fall or spring semester.

**Academic Advising**

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Rice University is dedicated to providing the information, advising, resources, and support needed for our students to set goals for academic achievement and to design plans to succeed in reaching those goals. Rice is committed to a long tradition of academic advising by the faculty, primarily through the colleges and the departments and with the support of the Office of Academic Advising. Rice is further committed to providing academic assistance to students who need tutoring in difficult classes.

Academic advising for most new students at Rice occurs primarily in the residential colleges, provided by faculty associates. New students are assigned a divisional adviser based on their general areas of academic interest or proposed majors. There are four major undergraduate divisions—humanities, social sciences, natural sciences, and engineering. Architecture and music majors have advisers within those schools. Until a major is declared, the divisional adviser must approve registration and add/drop forms.

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Students can designate a major at any time or change majors at any time (prior to their final semester before graduation) by notifying the Office of the Registrar. By the spring semester of the sophomore year, each student must declare their major. Once a major is declared, the primary source of academic advice is a faculty member who is a designated major adviser in the department or program. All students are strongly encouraged to consult with major advisers at any time prior to declaring the major.

The Office of Academic Advising, located in the Ley Student Center, is a source of advice for all students. In addition to providing support, resources, and training for divisional and major advising, the Office of Academic Advising provides guidance to students planning careers in the health professions and law, to students planning to attend graduate school, and to any student needing general academic advice.

### **The Rice Tutoring Program**

Through the Office of Academic Advising, every student at Rice is entitled to free tutoring assistance, both individually and in small groups, on a limited basis. Details of the Rice Tutoring Program are available from the Office of Academic Advising.

## **Summer School for College Students**

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Rice Summer School for College Students, administered by the School of Continuing Studies, offers courses for credit to Rice students, visiting undergraduates, graduate students, and Class III students (see page 79); taking 6 to 8 semester hours in one session is considered a full load. Interested students should complete the application form found on the summer school website at <http://scs.rice.edu/summercredit>. Admission is automatic for any Rice undergraduate or graduate student in good standing. Visiting students must send official transcripts (mailed directly from their universities and colleges to the School of Continuing Studies) as well as the completed application. Acceptance in the Rice Summer School carries no implications for regular admission to Rice.

All applicants, including Rice students, should submit their applications to the Rice Summer School Office with the application fee and a tuition deposit. The remaining tuition is due in full at registration before the beginning of classes. Auditors of summer school courses, who are considered visiting students, must pay full tuition and fees. Limited financial aid is available for Rice students only.

It is essential that students apply by the deadlines listed on the summer school website. Courses that do not generate enrollments sufficient to cover their costs may be canceled. Students may apply after the deadline (but before the start of classes) by paying a late fee.

For more information, including tuition and registration information, students should contact the Rice Summer School Office at 713-348-4803, via e-mail at [scsummer@rice.edu](mailto:scsummer@rice.edu) or online at <http://scs.rice.edu/summercredit/>.

## **Admission of New Students**

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From its beginning, Rice University has sought to maintain an academic program of the highest excellence for a small body of students. While the university's resources and programs have expanded over the past years, the total number of students who matriculate remains relatively small, approximately 650 students in each first-year class.

We seek students of keen intellect who will benefit from the Rice experience. Our admission process employs many different means to identify these qualities in applicants. History shows that no single gauge can adequately predict a student's preparedness for

a successful career at Rice. For example, we are cautious in the use of standardized test scores to assess student preparedness and potential. In making a decision to admit or to award financial assistance, we are careful not to ascribe too much value to any single metric, such as rank in class, grade point average, or standardized testing score.

We use a broader perspective that includes such qualitative factors as the overall strength and competitive ranking of a student's prior institution and the rigor of his or her particular course of study. Taken together with a student's test scores and academic record, these additional factors provide a sound basis to begin assessing the applicant's potential.

Beyond these objective tests of academic competence, we look for other, more subjective qualities among applicants, such as creativity, artistic talent, and leadership potential. We believe that students who possess these attributes in combination with strong academic qualifications will benefit most from a Rice education. Through their contributions and interactions with others, they will enrich the educational experience of all students. These qualities are not revealed in test scores but are manifest in the breadth of interests and the balance of activities in their lives.

Rice University seeks to create on its campus a rich learning environment in which all students will meet individuals whose life experiences and world views differ significantly from their own. We believe that an educated person is one who is at home in many different environments, at ease among people from many different cultures, and willing to test his or her views against those of others. Moreover, we recognize that in this or any university, learning about the world we live in is not by any means limited to the structured interaction between faculty and students in the classroom but also occurs through informal dialogue between students outside the classroom.

To encourage our students' fullest possible exposure to the widest possible set of experiences, Rice seeks in its admission policies to bring bright and promising students to the university from a range of socioeconomic, cultural, and geographic origins. We seek students whose parents did not attend college, as well as students from families with a well-established history of college-level education. Rice places a premium on recruitment of students who have distinguished themselves through initiatives that build bridges between different cultural, racial, and ethnic groups. In so doing, we endeavor to craft a residential community that fosters creative, intercultural interactions between students, a place where prejudices of all sorts are confronted squarely and dispelled.

In assessing how well an applicant can contribute to enlivening the learning environment at Rice, we also try to determine the relative challenges that he or she may have faced. For economically disadvantaged students, this may mean achieving a high level of scholastic distinction while holding down a job in high school. For a first-generation student, this might mean achieving high standards for academic success within an environment relatively indifferent to intellectual attainment. Or it might mean overcoming a disability to excel in sports, music, or forensics. For students who do not have particular disadvantages, we also look at whether they chose a more challenging road than the normal path through high school. This might mean an especially strenuous course of study, a prolonged and in-depth engagement in a school project, or a particularly creative and wide-ranging set of extracurricular activities.

Our admission process precludes any quick formula for admitting a given applicant or for giving preference to one particular set of qualifications without reference to the class as a whole. An inevitable consequence of this approach is that some otherwise deserving and well-qualified students will not be admitted to Rice. By selecting a wide range of matriculants of all types, the admission process seeks to enrich the learning environment at Rice and thus increase the value of a Rice education for all students.

Due to the nature of the Rice education, Rice enrolls undergraduate degree candidates on a full-time basis only. **First-year applicants, architecture applicants, and international students may apply for the fall semester only.** Other applicants may apply to enter either the fall or spring semester.

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Applicants are selected on a competitive basis in six academic divisions: architecture, engineering, humanities, music, natural sciences, and social sciences. Candidates should give careful consideration to the category under which they wish to be considered. However, once enrolled, most students are able to move freely among most divisions after consultation with their advisers. Music students must pursue the music program for at least the first year before changing divisions. The Schools of Music and Architecture maintain limited enrollments; all majors are subject to faculty approval.

Those offered admission are expected to complete the remainder of their high school courses with the same superior performance that led to their admission.

#### First-Year Applicants

There are four areas of focus generally used in evaluation of first-year candidates for admission: scholastic record as reflected by the courses chosen and the quality of academic performance, recommendations from high school, the application presentation of personal information and essays, and standardized testing (SAT I or ACT and three subjects from the SAT II).

**The High School Record.** Students must complete at least 16 college preparatory units as follows:

English	4	Laboratory science (e.g., biology, chemistry, physics)	2
Social studies	2	Additional credits in any of the categories above	3
Mathematics	3		
A foreign language	2		

The natural science and engineering divisions require trigonometry (precalculus) or other advanced mathematics courses and both chemistry and physics. Students may substitute a second year of chemistry or biology for physics.

Students admitted with academic deficiencies will be asked to complete the required work by taking high school or college-level courses during the summer before enrollment at Rice.

**Recommendations.** Candidates must submit evaluations from a counselor and one teacher. The necessary forms are included in the application.

**The Application.** The application provides the committee with important information on the student's background and gives the applicant an opportunity to provide statements on his or her interests, experiences, and goals. Both the Rice application and the Common Application are accepted. *The application fee is \$35.* Students for whom this fee creates a hardship may apply for a waiver. Freshman applicants should provide proof of a fee waiver for the SAT I or ACT test or eligibility for the school lunch program. In any case, a letter from the student's high school counselor is required. Financial stress created by application fees to other institutions is not considered a valid reason to grant a fee waiver.

**Standardized Testing.** The SAT I or ACT and three subject exams from the SAT II are required for admission. All applicants must submit three SAT II tests: one in writing and two others in fields related to the candidate's proposed area of study.

These exams are administered by the College Board and the American College Testing Program. Bulletins and test registration forms are available from high school counseling offices. The applicant is responsible for arranging to take the tests, and official score reports must be submitted before the student can be considered for admission. The College Board code for Rice is 6609. The ACT code is 4152.

**Personal Interview.** Although a personal interview is *not a requirement*, we *recommend* an interview for first-year applicants as an excellent opportunity to discuss the applicant's interests, needs, and questions. On-campus interviews are conducted by the admission staff and a select group of Rice senior students. Also, off-campus interviews are conducted throughout the United States by Rice alumni. Please consult the application packet or call the admission office for details.

**Music Audition.** Candidates to the Shepherd School of Music must arrange for an audition with a member of the music faculty.

**Architecture Portfolio and Interview.** Architecture applicants must submit a portfolio. An interview with a faculty member from the School of Architecture is strongly recommended.

### Decision Plans

**Early Decision Plan.** Early Decision is designed for students who have selected Rice as their first choice. Students may initiate applications to other colleges but may make a binding Early Decision application to one college only.

Early Decision applicants must complete the required standardized testing on or by the October testing dates in the senior year. All other materials should be postmarked by November 1. Admission notices will be mailed by December 15. The committee will admit, defer, or deny Early Decision applicants. Deferred applicants are considered with the Regular Decision pool, and seventh-semester grades and additional standardized test scores will then be considered.

**It is important to note that if admitted under Early Decision a candidate must withdraw all other college applications, may not submit any additional applications after accepting the offer, and must accept Rice's offer of admission by submitting a \$100 nonrefundable deposit by January 2.** An additional \$50 housing deposit is required of those desiring on-campus accommodations.

Those accepted under Early Decision may receive an estimate of need-based financial aid by registering for the College Scholarship Service (CSS) PROFILE by October 1, 2001, and sending the PROFILE packet to CSS by November 1, 2001. Register for CSS PROFILE by calling 1-800-778-6888 or by visiting their website at [www.collegeboard.com](http://www.collegeboard.com). CSS will mail you the PROFILE; complete and return it to CSS. Students may also complete the PROFILE online. The PROFILE number for Rice is 6609. Note that **official** financial aid offers may be made only after the Office of Student Financial Services has received the following documents (all of which should be completed after January 1):

- CSS PROFILE, priority date February 1
- The Free Application for Federal Student Aid (FAFSA), priority date March 1
- The student's and parents' 1040 form, priority date May 1

**Interim Decision Plan.** First-year applicants who complete their standardized testing on or before the December testing dates and who postmark all other materials by December 1 may be considered under the Interim Decision Plan. Decisions are mailed by February 10. The committee will admit, defer, or deny Interim Decision applicants. Deferred applicants are considered with the Regular Decision pool, and seventh-semester grades and additional standardized test scores will then be considered.

Interim Decision applicants who are offered admission must pay a \$100 registration deposit by May 1 to reserve a place in the incoming class. After May 1, deposits are not refundable. Those who desire a room on campus must pay an additional \$50 deposit.

**Regular Decision Plan.** Students who apply Regular Decision must postmark their materials by January 2 to receive notification by April 1. Candidates who miss the deadline must do so in full knowledge that they are in a less competitive position. Regular Decision applicants must complete their standardized tests by February.

Regular Decision applicants who are offered admission should submit a \$100 registration deposit by May 1 to reserve their places in the incoming class. After May 1, deposits are not refundable. Those who desire a room on campus must pay an additional \$50 deposit.

### Accelerated Students

Rice University will accept applications from students who are completing high school in less than four years. It is important to note that these students will compete with other candidates who will be completing four years of high school. Therefore, it is the candidate's responsibility to demonstrate that he or she has exhausted *all* college preparatory course work at his or her school. Further, because of the residential focus and commitment to student self-governance at Rice, candidates must also demonstrate the maturity and personal development that would allow them to participate fully and responsibly in campus life. Because of the unique circumstances surrounding the accelerated student, it is strongly recommended that these candidates have an on-campus interview with a member of the admission staff before the application deadline.

### Transfer Students

Students with superior records from two-year or four-year colleges or universities may apply as transfer candidates. Applicants for transfer admission must file the following with the Office of Admission:

- The written application
- Official transcripts of all high school and college work completed to date as well as courses in progress
- Two faculty recommendations
- A recommendation from the dean of students
- SAT I or ACT scores
- A \$35 application fee

Applications with the appropriate documents must be postmarked by April 1 for fall term admission and November 1 for spring term admission. Notification of the admission decision is mailed by June 1 and December 15, respectively. The criteria used in evaluating transfer applications are similar to those applied to applicants for the first-year class, except that special emphasis is given to performance at the college level. Because of the highly competitive nature of transfer admission, it is recommended that applicants have a minimum 3.20 (4.00 scale) grade point average on all college work. The SAT I or ACT must be taken by April for fall application and October for spring application. The SAT II is not required.

Students for whom the \$35 application fee creates a hardship may apply for a waiver. Transfer applicants must send a copy of the Student Aid Report that they receive after completing the Free Application for Federal Student Aid (FAFSA) along with a request for a fee waiver to the Office of Admission. Financial stress created by application fees to other institutions is not considered a valid reason to grant a fee waiver.

Transfer students must be registered in residence at Rice for at least four full semesters during the fall or spring terms and must complete no fewer than 60 semester hours before earning a Rice degree.

### **Advanced Placement/International Baccalaureate/Placement Tests**

Students who score a 4 or 5 on the applicable Placement College Board examinations before matriculation at Rice are given university credit for corresponding Rice courses.

Students who earn the International Baccalaureate diploma will receive credit for individual higher-level exams for which they receive a score of 6 or 7. Students from high schools that offer International Baccalaureate courses but not the diploma will receive credit according to the same criteria.

Furthermore, during Orientation Week, entering students may take placement tests administered by various departments at Rice. On the basis of these tests, students may be advised to register for courses beyond the introductory level. In most cases, credit is not given for these tests.

### **Other Students**

**Visiting Students.** Students who wish to spend a semester or a year at Rice taking courses for credit to be applied toward their undergraduate degree at another school may apply for admission as visiting students through the Office of Admission. The student's application should be accompanied by the \$35 application fee, an official high school transcript, an official transcript of college work to date, an SAT I (SAT) or ACT score, and recommendations from the dean of students and a faculty member who has taught the student within the past academic year. Visiting student applications should be postmarked by April 1 for the fall semester and November 1 for the spring semester.

Visiting students are assigned membership to one of the residential colleges during their stay and are charged the same fees as other undergraduates. In a few classes where enrollment is limited because of space or other considerations, candidates for Rice degrees have priority over visiting students.

Visiting students may apply to transfer to Rice only after having left Rice for at least one semester.

**Class III Students.** Students with Class III standing at Rice have an undergraduate or graduate degree from an accredited college or university and are taking courses at Rice for credit but not in a specific degree program. Students interested in this program should contact the Office of Graduate Studies.

**Second Degree Students.** An individual who has a bachelor's degree from another institution and desires another in a different area of focus may apply as a second degree student on a space-available basis. Students may only pursue a second degree that is different from their first degree. For example, applicants already holding a B.A. may apply only to B.S. programs, and vice versa. The application, a \$35 application fee, official transcripts of all undergraduate and graduate work, two letters of recommendation from the most recent college attended, and standardized test scores (the SAT, SAT I, or ACT) are required to complete an application file. The deadline for fall semester admission is June 1 and the deadline for spring is November 1.

Second degree applicants with a prior bachelor's degree from Rice should apply in writing to the Committee on Examinations and Standing in care of the vice president for student affairs.

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**Dual Enrollment Students.** Accelerated high school juniors and seniors who have taken all the courses in a given discipline available to them in high school may request admission to Rice for the purpose of taking one or more university-level courses as dual enrollment students. The written application, application fee of \$35, high school transcript, a teacher and a counselor recommendation from the applicant's high school, and an SAT I or ACT score should be sent to the Office of Admission by June 1 for the fall semester or December 1 for the spring semester.

Tuition for new students is \$692 per semester hour plus a \$95 registration fee, the total not to exceed \$8,300. Tuition for returning dual enrollment students would be the rate (plus inflation) at which they first took dual enrollment courses at Rice. These charges are for the 2001–2002 school year and are subject to change in subsequent years. Financial assistance is not available for this program.

**Auditors.** Any interested person, including currently enrolled students, may audit one or more courses at Rice by securing permission of the instructor and by registering as an auditor with the registrar. The university grants no academic credit for such work. Audit credit does not appear on transcripts. Currently enrolled students may audit courses without charge. Rice alumni are charged a fee of \$250 per course per semester. All others are charged \$490 per course per semester for the privilege of auditing. Request to audit a class must be done during the first week of the semester.

## Tuition, Fees, and Expenses

Charges for tuition, fees, and room and board are billed to students each semester. Students may pay the charges in full by the due date or in installments over the course of the semester. The fall semester due date is mid-July for freshmen and mid-August for all others, and the spring semester due date is the first week of January. The following costs apply to undergraduates in the 2001–2002 school year:

Tuition	Annual	Semester	Hour**
Entering first-year and transfer students*	\$16,600	\$8,300	\$692
Students matriculating in 2000–01	\$16,500	\$8,250	\$688
Students matriculating in 1999–00	\$16,300	\$8,150	\$680
Students matriculating in 1998–99	\$15,800	\$7,900	\$659
Students matriculating in 1997–98	\$15,250	\$7,625	\$636
Students matriculating in 1996–97	\$14,500	\$7,250	\$605

\* Tuition indexed for five years

\*\* By special permission only

Fees	Fall	Spring	Annual
Student activities*	\$ 83.30		
Athletic events	\$ 95.00		
College	\$ 50.00		
Health service	\$137.50	\$137.50	
Shuttle	\$ 31.00		
<b>Total fees</b>	<b>\$396.80</b>	<b>\$137.50</b>	<b>\$534.30</b>
Newspaper fee	\$ 12.00		

\* Fifth-year students in professional degree programs and students working toward a second bachelor's degree may pay a reduced student activities fee of \$12.70, which covers the Student Association, Student Organizations Activity, University Court, and Honor Council portions of the activity fee, and elect not to pay the college fee.

<b>Room and Board</b>	<b>Annual</b>	<b>Semester</b>
Room	\$ 4,200	\$2,100
Board	\$ 3,000	\$1,500
Telecommunication fee	\$ 110	\$55.00

Any undergraduate who withdraws or takes an approved leave of absence and then gains readmission to the university pays the tuition applicable at their matriculation, plus annual Consumer Price Index increases for a period not to exceed six years. Starting with fall 2001 matriculants the index period is not to exceed five years. After the index period, students pay the tuition rate applicable to the current entering class.

### **Refund of Tuition and Fees**

Students who withdraw during the first two weeks of the semester are not charged tuition or fees for that semester. Students who withdraw during the third week must pay 30 percent of the semester's tuition, receiving a 70 percent refund. The amount of the refund drops by 10 percent at the beginning of each successive week that passes before withdrawal until the ninth week, after which no refund is made. Federal regulations require a refund calculation for all students receiving Title IV funds. The length of time during which a refund must be calculated is up to 60 percent of the payment period (semester). If a student withdraws on or before the 60 percent point in time, a portion of the Title IV funds awarded to a student (Pell Grant, Federal SEOG, Federal Perkins Loan, Federal Direct Subsidized, Unsubsidized, and Federal Direct PLUS Loans, and the Texas LEAP Grant) must be returned, according to the provisions of the Higher Education Act Amendments of 1998. The calculation of the return of these funds may result in the student owing a balance to the university and/or the Department of Education.

For students withdrawing after the second week of classes in a semester, fees or special charges (see page 50) are not refunded. Similarly, students withdrawing or taking leaves of absence in the spring semester do not receive a partial refund of fees paid for the full year. Students withdrawing at any time forfeit the \$100 enrollment deposit they paid as incoming students.

Students who receive approval to enroll with a course load of fewer than 12 hours during the first nine weeks of the semester may be entitled to a tuition rebate based on the same refund schedule used for withdrawing students. Any such rebate depends on the actual date by which the registrar's office processes the relevant drop form.

Students unable to resolve with the cashier's office any request for special consideration in connection with waivers, refunds, or adjusted payments on tuition, fees, and other charges should forward their appeals to the vice president for student affairs. Resolution of waivers and refunds for room and board charges require the approval of the vice president for finance and administration.

### **Living Expenses**

Residence fees cover dining hall costs and residence maintenance. They are established each year as needs dictate. For 2001–2002, the annual room and board charge for residence in a residential college is \$7,200. This charge includes the room and all the meals eaten during the year.

**Housing.** About 65 percent of Rice undergraduates live in the on-campus residential colleges. Information about the residential colleges and room application forms accompany the notice of admission sent to each new undergraduate. Room reservations cannot be made before notification of admission. Further information on housing in the residential colleges is available from the Office of Student Affairs, and information on off-campus housing is provided by the Office of Academic Advising.

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When they receive their residential college room assignments for the academic year to follow, students must sign a housing agreement. To reserve their space, current students must sign a housing agreement by the date established in their respective colleges but no later than April 15. New students must make a \$50 deposit before May 1. These nonrefundable deposits are applied to the following semester's room and board charges.

**Board.** Meals are served cafeteria-style and are all-you-care-to-eat. The colleges provide three meals per day Monday through Friday, breakfast and lunch on Saturday, and lunch and dinner on Sunday. Meals are not served during the Thanksgiving holiday, at the mid-year break, over the fall and spring mid-term recesses, and during spring holidays. Information on optional meal plans is available from the College Food Service (<http://food.rice.edu/index.html>).

**Payments and Refunds.** Students may pay their residence fee in installments. The exact amounts and due dates appear in the Residential Housing Agreement. Students moving out of the college for any reason receive a refund (or a credit) of the reduced balance of board charges but must still pay the full room charge for the entire academic year. Possible exceptions in the case of academic suspension, Rice-sponsored study abroad, and family emergencies are treated on a case-by-case basis.

### Special Charges

The following charges are separate from the regular fees. For charges due to late registration or course changes made after the deadlines, see Registration (page 29–30).

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Orientation Week room and board (required for all new students)	\$195
Late application fee for Class III students	\$ 60
Part-time registration	\$ 95
Orientation Week college fee (paid to the individual college)	\$140
Late registration	\$ 90

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### Health Insurance

All Rice students must have health insurance. Students may purchase insurance for the 2001–2002 school year through the university program developed for Rice students at a yearly premium of \$986 (Plan A) or \$845 (Plan B). Coverage is effective from 12:01 A.M., August 15, 2001, until 12:01 A.M., August 15, 2002. Dependent coverage is also available. Both the Cashier's Office and the Office of Student Activities have application forms and policy descriptions. Students who already have medical insurance must obtain a waiver form showing proof of insurance, sign it, and return it to the Cashier's Office by August 10 to avoid being charged automatically for insurance.

### Teacher Certification Program Fees

Students enrolling in the student teaching apprenticeship or internship plans must pay a \$170 registration fee for each semester. An additional \$25 fee (paid to the School of Continuing Studies) is due for each summer school session.

### Delinquent Accounts

No student in arrears of any financial obligation to Rice as of the last day of registration for any semester can register for classes. The university will not issue certificates of attendance, diplomas, or transcripts at any time for a student whose account is in arrears.

Students who have not made satisfactory arrangements with the cashier for payment of current charges or who have moved on campus without a proper room contract may be dismissed from the university.

### Transcripts

Transcripts are issued on written request to the registrar's office. The registrar does not issue transcripts without the consent of the individual whose record is concerned. The charge of \$5 for each copy is payable in advance. Those requesting transcripts by mail should include payment with the request.

## Financial Aid

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The financial aid programs at Rice provide assistance to meet the full costs of university attendance for all admitted students. Through grants, endowments, low-interest loans, campus work opportunities, or a combination of these programs, Rice makes every effort to provide students and families sufficient assistance to meet their educational expenses. The financial aid program receives funding from many sources. Rice uses contributions from alumni and friends to establish and maintain scholarships and loan funds. Federal and state grants and work and loan programs also provide funds. Awards are based primarily on financial need and a computed Expected Family Contribution (EFC), although there are also attractive loan opportunities for students and families who have no need.

The university determines need for first-time students by having them register for the College Scholarship Service (CSS) PROFILE, and sending the PROFILE packet to CSS. Register for CSS PROFILE by calling 1-800-778-6888 or by visiting their website at [www.collegeboard.com](http://www.collegeboard.com). CSS will mail you the PROFILE; complete and return it to CSS. Students may also complete the PROFILE online. The PROFILE number for Rice is 6609.

The university determines need for continuing students by having them submit a FAFSA and a Rice Financial Aid Application on an annual basis, by the priority date of March 1. **Note:** Continuing students are not required to complete a CSS PROFILE.

"Need" is the amount required to meet the difference between each student's total educational expenses and his or her family's resources. Parents are expected to contribute according to their financial means, taking into account income, assets, home equity, number of dependents, and other relevant factors. Students are expected to contribute as well from their own assets and earnings, including appropriate borrowing against future earnings.

The brochure *Financing Your Education* explains the assistance programs in detail. Copies are available from the Office of Admission or the Office of Student Financial Services. The university also publishes budgets that realistically summarize student expenses, including living costs at home and on or off campus, personal expenses, and travel.

### Need-Based Application Process

Rice University is a need-blind school. Applicants are admitted to the university regardless of their family's ability to pay for college. Rice will meet 100% of financial need as determined by university calculations.

Rice considers applicants for all appropriate assistance administered by the university, including grants, scholarships, loans, and work. Students receive notification of an offer once their financial aid file is complete.

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To apply for financial assistance, first time students must submit the following:

- CSS PROFILE, priority date February 1
- The Free Application for Federal Student Aid (FAFSA), priority date March 1
- The student's and parents' 1040 form, priority date May 1

Continuing students must submit the following (priority date, March 1):

- FAFSA
- Rice Financial Aid Application

After January 1, Early Decision students will need to submit both the PROFILE and the FAFSA.

### Interim and Regular Decision

Interim and Regular Decision applicants need to register for the PROFILE by **January 1**. Submit both the FAFSA and the PROFILE to the processing centers by **February 1**, in order to ensure the aid award is included with the notification of admission.

All freshman aid applicants will also be required to submit both the student's and parent(s)' 2001 federal income tax forms by May 1, 2002.

Financial aid offers are made annually. Payment terms are specified in the Financial Aid offer letter. Because financial circumstances change from year to year, Rice conducts an annual review of need and offers need accordingly. For this reason, continuing students must complete and return the Rice University Application for Financial Aid to the university and file the FAFSA every year that they seek assistance.

The university, from time to time, may adjust its methods of computing financial need or its policies regarding the types of financial assistance that it offers so as to meet the financial needs of the largest possible number of students. Therefore, the amount and type of financial aid may change from year to year, even when the student's financial situation appears to remain relatively stable.

### Types of Financial Aid and Assistance

**Student Loan Funds.** To assist students and parents with educational financing, the Office of Student Financial Services participates in the following programs:

- **William D. Ford Federal Direct Student Loan.** These are low-interest loans made to students, attending school on at least a half time basis. Rice University makes loans, and funds are received directly from the U.S. Department of Education. Subsidized Ford loans require financial aid eligibility, but unsubsidized Ford loans are available to all students. This variable loan is capped at 8.25%.
- **William D. Ford Federal Direct Parent Loan.** The Federal Direct Parent Loan is a low-interest loan to parents or legal guardians of dependent undergraduate students. Eligibility is not based on demonstrated financial need. This variable loan is capped at 9%.
- **Federal Perkins Loan Program.** The Federal Perkins Loan Program provides long-term federal loans for U.S. citizens and permanent residents. The amounts offered vary according to financial aid eligibility. The Federal Perkins Loan is a 5% interest-free loan while the student is enrolled in school.
- **College Access Loan.** The College Access Loan (CAL) is designed to assist the student whose family experiences difficulty in meeting the Estimated Family Contribution (EFC) to qualify. To qualify, the student must be a Texas resident or a National Merit Scholarship recipient.

A few endowments for student loans have been established at Rice primarily as memorial tributes. These funds exist separately from the normal financial aid program.

Rice uses them to make emergency loans to students experiencing unexpected financial problems or showing additional need beyond regular eligibility.

All applications for these loans must be submitted to the Office of Student Financial Services.

**Student Employment Programs.** Opportunities for employment are available to students, either on or off campus, during the academic year. Students are eligible to work under the Federal Work-Study Program or the Rice University Work Program. Students interested in employment should access the Student Financial Services web page at <http://www.ruf.rice.edu/~fina/employmnet.htm>.

**Deferred Payment Plan.** Rice offers a deferred payment plan to enable families to finance students' educational costs. This plan divides each semester's charge over four installments. Applications and details are available to eligible students each semester at the time of billing. Students arrange for deferred payment through the Cashier's Office.

### Vocational Rehabilitation

The Texas Rehabilitation Commission (TRC) provides assistance in paying tuition and nonrefundable fees for students who have certain disabling conditions. Once a TRC counselor approves their vocational objectives, students affected by orthopedic deformities, emotional disorders, diabetes, epilepsy, heart problems, and other disabling conditions are eligible for assistance. The TRC offers a range of services to help handicapped students become employable. Interested students should apply to the Texas Rehabilitation Commission.

Students with visual handicaps should contact the Texas State Commission for the Blind.

### Financial Aid Policy

Undergraduates may receive a Rice University Tuition Grant and Rice endowed funds for eight semesters. However, undergraduates may receive federal and state aid beyond eight semesters, but not to exceed Rice's quantitative maximum.

**Satisfactory Progress Policy for Financial Aid Recipients.** The Higher Education Act of 1965, as amended by Congress in 1980, mandates that institutions of higher education maintain minimum standards of "satisfactory progress" for students to receive financial aid.

**Required Grade Point Average.** Students at Rice are placed on **financial aid probation** if at the end of any semester they have either of the following:

- A cumulative grade point average that is less than 1.67
- A grade point average for that semester that is less than 1.67

The period of probation extends to the end of the next semester that the student is enrolled at the university.

Except for those completing their first semester at Rice, students are **ineligible for financial aid** if at the end of any semester they earn either of the following:

- Grades that would result in financial aid probation for a third time
- A grade point average that is less than 1.00 for that semester

The period of financial aid ineligibility normally lasts at least one semester.

Students who regain financial aid eligibility will lose it again if in any succeeding semester they fail to achieve either of the following:

- A cumulative and semester grade point average of at least 1.67
- A semester grade point average of at least 2.00

Ineligibility a second time results in at least two semesters without aid. Normally students receive no further aid after a third ineligibility.

**Required Semester Hours.** Students failing to make “satisfactory progress” in course work may become ineligible for aid. Students must earn:

- At least 18 semester hours credit by the end of the first academic year
- At least 44 hours by the end of the second year
- At least 70 hours by the end of the third year
- At least 96 hours by the end of the fourth year

Students not receiving a bachelor’s degree within the 120 hours maximum allowance will need to appeal to the director of student financial services for continued financial assistance.

The academic year commences with the first day of classes of the fall semester and continues to the first day of classes the following fall. Students denied financial aid because of insufficient semester hours regain eligibility only when they complete enough credits, including incomplete courses, to make up the shortage.

**Termination of Aid and Appeal.** The Office of Student Financial Services sends written notification to students qualifying for financial assistance who have not made minimum “satisfactory progress” and whose aid therefore is being terminated. At the end of the fall semester, the notice is sent to the student’s college. At the end of the spring semester, the notice is sent to the most recent permanent address provided to the registrar by the student. In both cases, the office considers the notifications, once sent, to be delivered.

Any student ruled ineligible for financial aid due to lack of “satisfactory progress” may appeal such action to the director for student financial services. Students should send their appeals in writing to the director, who may take into account mitigating circumstances.

**Regaining Eligibility.** To regain eligibility, students must address a letter of petition to the director of student financial services, following the procedures for the readmission of suspended students; see Readmission After Suspension (pages 37–38). Suspended students readmitted by the Committee on Examinations and Standing need not petition the director of student financial services.

## Honor Societies

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Honor societies at Rice include the following:

**Phi Lambda Upsilon**—national honorary chemical society promoting high scholarship and original investigation in all branches of pure and applied chemistry (Rice chapter: 1926)

**Phi Beta Kappa**—founded in 1776 at the College of William and Mary to recognize intellectual achievement and the love of learning among students in the liberal arts and sciences (Rice chapter: March 1, 1929)

**Pi Delta Phi**—organized to interest French students in competing for high standing in scholarship (Theta chapter at Rice: May 1930)

**Society of Sigma Xi**—for the promotion of research in science (Beta of Texas chapter at Rice: March 23, 1938)

**Tau Beta Pi Association**—organized to interest engineering students in competing for high standing in scholarship (Gamma of Texas chapter at Rice: December 18, 1940)

**Delta Phi Alpha**—to promote an interest in the German language and literature (Gamma Xi chapter at Rice: April 1949)

**Sigma Delta Pi**—to promote an interest in the Spanish language and literature (Rice chapter: May 14, 1953)

**Tau Sigma Delta**—national honor society in architecture and applied arts (Tau chapter at Rice: May 7, 1961)

**Eta Kappa Nu**—founded in 1904 at the University of Illinois for electrical engineering students, to stimulate and reward scholarship as well as assist and encourage its members to grow professionally throughout their lives (Rice chapter: January 1981)

**Omicron Delta Epsilon**—to promote study in economics (Rice chapter: 1981)

**Psi Chi**—founded in 1929 at Yale University to encourage, stimulate, and maintain excellence in scholarship and to advance the science of psychology (Rice chapter: April 23, 1990)

## Undergraduate Student Life

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### Residential Colleges

All undergraduate students at Rice, whether they live on campus or not, are members of one of nine residential colleges. All colleges are coeducational.

Each college has faculty masters who live in a house next to the college. Reporting to the vice president for student affairs, the masters have overall responsibility for all aspects of student life in the college, especially for encouraging broad cultural and intellectual interests and for promoting self-discipline and effective self-government within the college. Upon agreement, the students and masters invite other members of the Rice faculty to become resident and nonresident associates of the college. Faculty associates act as advisers to the students and participate in the various activities of the college. Colleges also have nonfaculty university associates and community associates drawn from various professions in the Houston area.

Each college exists as a self-governing group of students. The elected officers and representatives are responsible to the masters and to the college membership for:

- Directing the college's cultural, social, and athletic activities
- Expenditure of college funds
- Maintaining order in the college

While uniformity among the colleges has never been sought and each college has developed its own particular interests and character, all seek to foster fellowship among their members and a mature sense of honor, responsibility, and sound judgment.

**College Assignment.** Each undergraduate, upon acceptance by the university, is designated a member of one of the colleges. Two students entering Rice for the first time may request assignment to the same college, but they may not designate which college. New students may also request membership in the same college as a close relative. Except for these cases, students have no individual choice of college.

**Room and Board.** College buildings include a dining hall and public rooms, which are available to both resident and nonresident members, and living quarters for approximately 215 students from all classes and all academic disciplines.

At present, Rice has room in its on-campus residential colleges for about 75 percent of its undergraduate students. Although most of the students who want to live in the colleges can be accommodated, demand usually exceeds the available number of rooms.

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The university makes every effort to provide housing in the colleges for all incoming first-year students who wish to live on campus, but space cannot be guaranteed. Continuing students draw for rooms according to the priority system established in each college. No student is required to live on campus; however, those members of the colleges who live off campus are encouraged to eat in their colleges and to participate in college activities.

The College Food Service provides à la carte meals, with the exception of prepaid dinners. Its other services include:

- Assistance with special diets prescribed by a physician
- Sack lunches for students who must miss a meal due to a job conflict
- Sick trays for students when requested by the Student Health Service
- Alternate menu entrées, whenever possible, to accommodate students' religious practices

For more information on room and board, see Living Expenses (pages 49–50).

**College Courses.** One of the colleges' important activities is their sponsorship of courses and workshops open to all students. By expanding course offerings outside the traditional departments, college courses promote the academic involvement of the colleges while introducing students to interdisciplinary topics of particular interest.

Students propose college courses during the semester before they are offered. Once approved by the masters and faculty associates of the college and by the vice president for student affairs and the provost, these college courses are offered for academic credit on the same basis as departmental courses. The registrar provides a list of college courses each semester during preliminary registration.

### **Student Government**

All undergraduates are members of the Rice Student Association, which is governed through the Student Senate. The senate includes the president, two vice presidents, the secretary, the treasurer, the eight college presidents, and eight college senators.

Alleged violations of university or college rules are handled in accordance with the Code of Student Conduct. In most cases, original jurisdiction belongs to student courts. Students may appeal verdicts to the college masters or the assistant dean for student judicial programs, as appropriate with a final appeal to the vice president for student affairs. The student-staffed Honor Council conducts hearings and trials for alleged offenses against the honor system (see page 7). Rice retains ultimate authority in all matters of discipline and over all actions that affect its educational function or the safety and well-being of members of the university community.

**Award Presentations.** The Rice Student Association presents two coveted awards annually, one to a student and one to a faculty or staff member. The Rice Service Award, a memorial to Hugh Scott Cameron, first dean of students at Rice, is awarded to currently enrolled or former members of the association who have rendered distinguished service to the student body. The Mentor Recognition Award recognizes extraordinary service to the student body by a current member of the faculty or staff. A committee of faculty and students appointed by the association makes the selections.

### **Office of Student Activities**

The Office of Student Activities, located in the Rice Memorial Center cloisters, oversees the activities of various campuswide student organizations. It also handles student requests for facilities and party permits, and it coordinates leadership development programs, including the annual leadership retreat and symposium.

Principal student organizations include the following:

- Rice Student Association, the student governing body
- Rice Program Council, which sponsors various events of current interest to the student body as well as social functions
- KTRU, the student-run radio station, operating 24 hours, seven days a week, on 91.7 FM
- Student publications (e.g., *Rice Thresher*, the student newspaper; *Campanile*, the yearbook; *The Rice Undergraduate: The Annual Academic Review*, a collection of peer-reviewed student papers; and *University Blue*, a literary and visual arts publication)

A large number of student organizations address special student interests, such as the Black Student Association, the Hispanic Association for Cultural Education at Rice, the Chinese Student Association, Rice Young Democrats, and Rice Republicans. There also are numerous clubs for such sports as sailing, rugby, lacrosse, volleyball, and soccer. Other special-interest groups include a premed society, forensic society, juggling club, and vegetarian club.

Many organizations are associated with special academic and professional disciplines, such as foreign language clubs, honor societies, and student affiliates of the American Chemical Society, the American Society of Civil Engineers, and the American Society of Mechanical Engineers.

The Rice Players, an extracurricular theater group of Rice students, faculty, and staff, present at least four productions each year and welcome participation by anyone interested in any aspect of theater production or management.

Rice students also maintain affiliations with a number of religious organizations. These include, but are not limited to, the Baptist Student Union, Canterbury Association, Catholic Student Association, Christian Science Organization, Hillel Society, Lutheran Student Association, Intervarsity Christian Fellowship, and the Wesley Foundation. Many of these clubs are assisted by local clergy who form the Joint Campus Ministry.

The Office of Student Organizations on the second floor of the Ley Student Center houses mailboxes for all student organizations. There is a student organization work space in the basement of the Rice Memorial Center that has office space, storage, and computers for student organization use.

### **Community Involvement Center/Rice Student Volunteer Program**

Housed in the cloisters of the Rice Memorial Center, the Community Involvement Center works to develop a culture of service within the university by functioning as an advocate for community service, social responsibility, and an increased awareness of social and community issues. The center acts as a clearinghouse for resources and referrals involving local, national, and international community agencies and service opportunities. By making educational programs and information available, the center fosters a lifelong commitment to service among students, faculty, and staff. It also organizes alternative semester break service trips, volunteer fairs, beach cleanups, and other activities. The 10 student service organizations supported by the Community Involvement Center include Rice Habitat for Humanity, youth mentoring and tutoring programs, tutoring in English as a second language, Best Buddies, and the Rice Student Volunteer Program.

By heightening student awareness of community needs and generally raising social consciousness, the Rice Student Volunteer Program (RSVP) has organized volunteer projects for Rice students, faculty, and staff since 1985. The largest event of each semester is Outreach Day, a Saturday when approximately 500 students volunteer with more than 30 nonprofit agencies throughout the Houston area, learning how to

take thoughtful action to build a stronger, more just community. With an office in the cloisters of the Rice Memorial Center, RSVP invites each student's involvement as an officer, a college representative, a committee member, a project organizer, or an interested participant in any RSVP event.

### **Intercollegiate Speech and Debate**

Consistently ranked in the top 10 nationally, the George R. Brown Forensic Society sponsors competition in the categories of Individual Events, Lincoln–Douglas, and Parliamentary Debate. The society provides students with the chance to hone their public speaking skills and to qualify for competition both at the American Forensic Association National Individual Events Tournament and at the National Parliamentary Debate Championships. Recognizing the importance of developing strong communication skills, the society has an open admissions policy, inviting students with little or no previous experience as well as those with extensive high school backgrounds to become members of one of the most successful teams at Rice.