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# 2019-2020 CATALOG

# WELCOME TO CONNECTICUT COLLEGE

## Connecticut College Mission Statement

Connecticut College educates students to put the liberal arts into action as citizens in a global society.

### Core Values

The College has embraced several core values to further that mission. Those values help the College create a challenging academic environment that fosters reflection on a lifetime of learning and community involvement:

#### Academic excellence

Rigorous academic standards, innovative and engaging faculty members, and a diverse classroom curriculum challenge students to reach their full intellectual potential. The College expects students to learn outside the classroom as well, through such activities as research, travel and internships. The College facilitates those opportunities in the belief that a diversity of experiences is essential for genuine academic excellence. The College also expects and strongly supports faculty scholarship, research and creative work that advances human knowledge and expression and informs excellent teaching.

#### Diversity, equity and shared governance

In the early 20th century, Connecticut College was founded in the belief that all qualified students, women as well as men, deserve an opportunity to secure an education. The College strives to be a community in which all members feel comfortable, respect each other's differences and seek common ground. The College promotes understanding by offering a variety of academic and social experiences and is committed to building greater access, opportunity and equity. Students, faculty, staff, trustees and alumni all participate in the governance of the College.

#### Education of the entire person

The College supports and nurtures the intellectual, emotional, spiritual, creative and physical development of its student body. Connecticut College encourages students to engage in a wide range of activities, including academic pursuits, athletics and physical education, artistic expression and community service. The

College fosters an appreciation for the natural and aesthetic connectedness of the mind, body and spirit. It prepares students to be responsible citizens, creative problem-solvers and thoughtful leaders in a global society.

#### Adherence to common ethical and moral standards

Connecticut College maintains a strong commitment to its long-standing Honor Code. Students are expected to monitor their own faithfulness to the principles of honesty and moral integrity and to display courage in academic and social interactions. The principles of justice, impartiality and fairness, as the foundations of equity are paramount.

#### Community learning and global citizenship

Connecticut College fosters civic responsibility and enhances academic excellence through a long tradition of community involvement and through courses that provide opportunities for learning. The College promotes an understanding of local, regional, national and international peoples, groups, cultures and issues, and encourages students to take a lifelong interest in them.

#### Environmental stewardship

Connecticut College is proud of its pioneering tradition of ecological awareness and responsibility and intends to remain a leader in safeguarding the environment. The arboretum campus is an ecological showpiece, and the College's procedures and programs aim to preserve and protect the environment, both locally and globally, and to prepare citizens sensitive to the need for responsible environmental stewardship.

## Connecticut College Academic Year Calendar 2018-2019

2018-2019 College Calendar

## Accreditation

### Accreditation

Connecticut College is accredited by the New England Association of Schools and Colleges and has been so continuously since December 1932. The College offers courses leading to

the degrees of Bachelor of Arts and Master of Arts. Information about the College's accreditation status can be obtained from the roster of institutions on the New England Association of Schools and College's Commission on Institutions of Higher Education website: <https://cihe.neasc.org/>. Questions about financial aid application and funding information for both programs can be obtained from Financial Aid Services. For specific questions about programs leading to the Bachelor of Arts degree, please contact the Office of Admission. For questions about the Master of Arts degree, contact the Office of the Registrar. Information on how to comment on, or register complaints about Connecticut College's compliance with NEASC accreditation criteria may be found at the CIHE NEASC website: [http://cihe.neasc.org/information\\_for\\_the\\_public/comments\\_amp\\_complaints](http://cihe.neasc.org/information_for_the_public/comments_amp_complaints).

### Notice of Nondiscrimination

Connecticut College is committed to the goal of achieving equal opportunity for all and, accordingly, does not discriminate on the basis of race; color; sex; sexual orientation; gender identity, expression and characteristics; age; religion; national or ethnic origin; visible or invisible disability; or status as a disabled veteran or veteran of the Vietnam era. The College complies with federal and state legislation and regulations regarding nondiscrimination.

The Title IX policy, addressing nondiscrimination based on sex and/or gender, can be found at: <https://www.conncoll.edu/title-ix/policies/>. Additional resources can be found on CamelWeb.

### Title IX at Connecticut College

Connecticut College's Title IX Policy reflects compliance with various federal and state laws, including Title VII of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972.

The College's Honor Code and Principles of Community emphasize that members of our community act with equity and respect for the dignity of all human beings. Sexual misconduct, intimate partner violence, and other forms of discrimination based on sex or gender (including gender identity, expression, or characteristics) are forms of unwelcome conduct that create an intimidating and offensive work, residential, study or social environment and

therefore violate this policy. Members of the College community and visitors have the right to be free from all types of such misconduct, as defined in this policy. All members of the campus community are expected to conduct themselves in a manner that does not infringe upon the rights of others. Acts of sexual misconduct, intimate partner violence, and stalking may be committed by any person upon any other person, regardless of the sex, gender, gender identity and/or sexual orientation of those involved.

When a report of sexual misconduct, intimate partner violence, or other Title IX related violation is brought to the College's attention, the College will take steps to end the misconduct, prevent its recurrence, and address its effects. You can find the entire Title IX policy addressing sexual misconduct and gender discrimination at: <https://www.conncoll.edu/title-ix/policies/>

Additional information can be found on CamelWeb.

# ADMISSION

[www.conncoll.edu/admission](http://www.conncoll.edu/admission)

## New London Scholars

In 1986, on the occasion of the 75th anniversary of the founding of the College, the trustees established the New London Scholars program in appreciation of the important role the city has played in the life of the College from its beginning. Each semester, two outstanding seniors from 18 of the area's high schools are selected to take one course tuition-free. Students, however, are responsible for the cost of books and other class-related materials. Any students interested in this program should contact their school counselor.

In the fall of 2015, the program was extended to educators in New London County. Two educators from each school are chosen on a first-come, first-served basis to enroll in a course tuition free. Educators will also be responsible for the cost of books and other class-related materials.

The high schools participating in the program are:

East Lyme High School  
 Robert E. Fitch High School  
 Ella T. Grasso Technical High School  
 Ledyard High School  
 Lyman Memorial High School  
 Lyme-Old Lyme High School  
 Marine Science Magnet High School  
 Montville High School  
 New London High School  
 Norwich Free Academy  
 Norwich Technical High School  
 Saint Bernard School  
 St. Thomas More School  
 Science and Technology Magnet High School of  
 Southeastern Connecticut  
 Stonington High School  
 Waterford High School  
 Wheeler High School  
 The Williams School

## Geographical Distribution

### Full-Time Undergraduate Students\* First Semester, 2018-2019

<b>New England States</b>	<b>1059</b>
Connecticut	358
Maine	72
Massachusetts	497
New Hampshire	56
Rhode Island	46
Vermont	30
<b>Middle Atlantic States</b>	<b>338</b>
Delaware	6
New Jersey	73
New York	213
Pennsylvania	46
<b>South Atlantic States</b>	<b>74</b>
Florida	18
Georgia	1
Maryland	30
North Carolina	10
South Carolina	2
Virginia	13
<b>South Central States</b>	<b>35</b>
Arkansas	1
Kentucky	3
Louisiana	2
Oklahoma	1
Tennessee	2

Texas	26
<b>North Central States</b>	<b>85</b>
Illinois	58
Michigan	4
Minnesota	13
Missouri	3
Ohio	6
Wisconsin	6
<b>Mountain States</b>	<b>22</b>
Arizona	4
Colorado	9
Idaho	1
Montana	1
New Mexico	1
Nevada	2
Utah	4
<b>Pacific States</b>	<b>96</b>
Alaska	1
California	76
Hawaii	1
Oregon	9
Washington	9
<b>District of Columbia</b>	<b>8</b>
<b>U.S. Territories</b>	<b>1</b>
<b>Outside United States</b>	<b>126</b>
<b>TOTAL</b>	<b>1,844</b>

\* The full-time undergraduate is defined as one enrolled in 12 or more semester hours

# DEGREE INFORMATION AND REQUIREMENTS

## The Bachelor of Arts

Connecticut College offers a transforming education that prepares students to put the liberal arts into action as effective citizens in a global society. Toward those ends, the students undertake a curriculum structured to ensure meaningful engagement with the major areas of human experience, inquiry and achievement as well as opportunities for self-discovery and expression. A Connecticut College education involves students in carefully crafted educational experiences inside and outside of the classroom that knit together courses of study, opportunities to test and apply what is learned in varied and multiple contexts, and encouragement to reflect upon the relationships among them. In this sense, a Connecticut College education is significantly broader than the accumulation of the academic credits that constitute the minimum requirements for a Bachelor of Arts degree.

All candidates for the Bachelor of Arts degree are required to complete a thoughtfully developed program of study that includes the equivalent of 128 credits of academic credit, distributed among general education, elective courses and the academic major. Furthermore, students are encouraged to complement this coursework with selected leadership, service, study away, internship, work and/or research activities. In addition to the major, students may complete a minor in selected fields or a certificate in one of several interdisciplinary programs.

All programs offered at Connecticut College are approved by both the Connecticut Office of Higher Education and the Veteran's Administration.

### The Program of General Education

**Please note that these requirements pertain only to students who matriculated in Spring 2016 or earlier.**

The College's General Education program, required of all students, is aimed at fostering intellectual breadth, critical thinking, and acquisition of the fundamental skills and habits of mind conducive to lifelong inquiry, engaged citizenship and personal growth. Since 2005, first-year students have had the opportunity to enroll in first-year seminars designed to ensure

close student-faculty relationships, intensive examination of a topic of deep substantive import, instruction in writing and critical reading and analysis, and active class discussion. A list of the first-year seminars offered in a given academic year is published annually and posted on the College website.

In addition, students are required to complete a series of at least seven courses designed to ensure broad engagement with the range of disciplines that constitute the liberal arts. These courses introduce students to the orienting questions, conceptual frameworks and methods of inquiry and expression of the natural and social sciences, humanities and arts. Lists of courses that satisfy the distribution requirement areas will be published annually and posted on the College website.

The seven General Education areas are:

Area 1: Physical and Biological Sciences

Area 2: Mathematics and Formal Reasoning

Area 3: Social Sciences

Area 4: Critical Studies in Literature and the Arts

Area 5: Creative Arts

Area 6: Philosophical and Religious Studies

Area 7: Historical Studies

Students must complete one course from each of these seven areas, taken in seven different departments (as defined by the course designations). Each of these courses, when completed at Connecticut College, must be taken for a letter grade and must be worth at least four credit hours. Any exceptions to the seven-department rule must be approved by the Committee on Academic Standing. These seven courses should normally be completed by the end of the sophomore year. With special permission, appropriate coursework taken at other institutions may be counted towards these requirements.

### Foreign Language and Cross-Curricular Requirements

**Please note that this version of the foreign language requirement pertains only to students who matriculated in Spring 2016 or earlier.**

#### Foreign Language Requirement

Each student must complete a two-semester sequence of a new foreign language at the elementary level. A new language is one in which a student has studied for not more than one full year of secondary school. As an alternative, students may complete one course in a foreign language at the intermediate level or higher.

The foreign language requirement may be waived upon the recommendation of the appropriate language department on the basis of one or more of the following: departmental tests, interviews or an SAT Subject Test score of 560 or higher. Students must seek this waiver during first-year.

Students who have a documented disability in foreign language acquisition, as certified by the director of Student Accessibility Services, may petition the Committee on Academic Standing for a substitution of the foreign language requirement. Provided the Committee on Academic Standing approves, students must select two foreign culture courses in place of the typical foreign language course(s). Both culture courses must be offered in English by foreign language departments or programs at Connecticut College. The courses can be taken at any level, and both need not pertain to the same language/culture.

**Writing Across the Curriculum**

Each student must complete two designated Writing (W) courses. For most students, one of these courses will be a first-year seminar.

Writing courses are designed to integrate the teaching of writing with the teaching of subject matter and to foster a deep connection between writing and critical thinking. Courses that fulfill the writing requirement normally include the following elements:

- A minimum range of 15 to 25 pages of graded writing.
- Writing assignments distributed over the course of the semester.
- Feedback from the instructor on writing, along with opportunities for students to make use of these suggestions.
- Time devoted to discussing skills and strategies for writing.

**Technology**

Information skills are an essential part of a modern liberal arts education. Students should acquire skills in Internet navigation

and research, database searching, and traditional library research. In addition, students should be able to integrate appropriate technology into their learning and research.

**The Connections Program**

Beginning with students matriculating in Fall 2016, the College’s General Education model will be replaced with the Connections Program. This program spans all four years of a student’s undergraduate experience, fostering an integrative and intentional approach to twenty-first century liberal arts learning.

I. ConnCourses

All students will be required to complete one designated ConnCourse for graduation. This course should be completed within the first two years of study. Transfer students entering Connecticut College with 56 credits or more are exempt from this requirement.

In ConnCourses students connect areas of the liberal arts and explore different modes of thinking. Working in an intellectually stimulating and exciting environment, students from all backgrounds make lasting connections across fields of study and to the world beyond the classroom. ConnCourses create an environment of full participation that cultivates academic excellence and encourages an integrative approach to learning and problem-solving. In these courses, students develop fundamental skills that can be applied throughout their studies. ConnCourses instill deep intellectual curiosity and desire for lifelong learning.

II. Integrative Pathways

Students will have the option of enrolling in an Integrative Pathway. Designed and implemented by interdisciplinary groups of faculty members, Pathways offer students an opportunity to achieve academic integration within a broad intellectual framework. Every Pathway is organized around a central theme, in relation to which students will consider an animating question that provides a focus for their work.

Each Integrative Pathway consists of four principal components:

- Thematic Inquiry: Every student must take a designated course that presents

the theme and provides an overview of the Pathway.

- Curricular Itinerary: These three courses, taken in a variety of departments and disciplines, allow students to explore the theme of the Pathway in light of their animating questions.
- Global/Local Engagement: Each Pathway requires students to pursue purposeful engagement in a local or international context, such as study away, an internship, or community-based learning.
- Senior Reflection: Each Pathway provides an opportunity during the fall of the senior year for students to reflect on the different elements of their Pathway, in the context of their overall undergraduate experience. This component is connected to an All-College Symposium, at which students will share their responses to their animating questions with the wider College community.

In most circumstances, students will officially join an Integrative Pathway no later than the end of the fall semester of the sophomore year, with the Thematic Inquiry typically taken during the spring of the sophomore year. Students entering the College as juniors will have the opportunity to join a Pathway at the time of matriculation. Students are required to take a minimum of four courses as part of their Pathway (including the Thematic Inquiry), as well as the Global/Local Engagement and Senior Reflection. Within the Pathway, students must take courses in at least three different Modes of Inquiry, each within a different department. Students may count courses toward the Curricular Itinerary that were taken prior to the Thematic Inquiry. All courses for the Pathway should be completed no later than the fall semester of the senior year. Only one course may be counted in common between a Pathway and a major or between a Pathway and a minor. All courses being counted for a Pathway must be taken at Connecticut College or a comparable institution. Courses taken at other institutions must be approved by the Pathway's core faculty group.

A certificate from one of the College's academic centers will be considered equivalent to the completion of an Integrative Pathway. Students obtaining a center certificate will still be expected to complete courses in four Modes of

Inquiry, taken in different departments.

### III. Modes of Inquiry

#### A. Creative Expression

The practice of various art forms - at times including research, dialogue, creation, and performance - enables students to broaden their imagination, while also enhancing their ability to explore and interpret the vast array of human experiences. This process can occur in many forms, including performing arts, visual arts, creative writing, architecture, and media arts. Creative Expression courses provide students with tools that enhance reflexivity and cultural awareness and facilitate the ability to express ideas.

#### B. Critical Interpretation and Analysis

This Mode of Inquiry fosters the ability to interpret and analyze the aesthetic, ethical, conceptual, linguistic, and cultural significance of objects of study. Courses in Critical Interpretation and Analysis have, as their primary focus, serious and sustained engagement with and writing about texts of various kinds - photographs, films, novels, plays, poems, primary documents, critical and theoretical essays, works of music and art, among others.

#### C. Quantitative and Formal Reasoning

The processes of interpreting and analyzing quantitative information and symbolic systems are required to understand society, the world, and the universe. Students will engage in this Mode of Inquiry through creative problem-solving, modeling natural or social phenomena, investigating logical systems, and analyzing numerical data.

#### D. Scientific Inquiry and Analysis

Scientific approaches are essential to addressing many of the issues facing our world. Students should engage in evidence-based problem-solving that explores processes in the physical world. This involves the abilities to develop hypotheses, make empirical observations, analyze data and evaluate results within the context of a theoretical framework of a scientific field. Courses in this Mode will engage students in how scientific knowledge is produced and in the ways that this

knowledge intersects with society.

#### E. Social and Historical Inquiry

This Mode of Inquiry examines the diverse ways that human societies are organized as well as the complexity of the human experience across history. Courses designated as Social and Historical Inquiry will include exposure to the variety of methodologies and theories (empirical, interpretive, humanist, narrative) designed to investigate human interaction across time and space. Students will consider social, political, economic, and other cultural influences on human interactions with attention to language and structures of power and privilege, especially as manifested through race, ethnicity, class, gender, sexuality, age, and ability.

Students enrolled in an Integrative Pathway must complete courses in at least four of the five Modes of Inquiry, at least three of which must be within their Pathway. Students not enrolled in a Pathway are required to complete courses in all five Modes. In all cases, the Modes of Inquiry must be taken in different departments (as defined by the course designations). Every course being counted for a Mode of Inquiry must receive a letter grade, be worth at least four credits (or its equivalent), and be taken at Connecticut College or a comparable institution. First-year Seminars and ConnCourses may be counted towards the Modes of Inquiry, in the same manner as other courses. An individual course may be listed under two separate Modes of Inquiry, although each student may only count it toward a single Mode.

#### IV. World Languages and Cultures

As Connecticut College students actively engage in global communities, both domestically and internationally, it is imperative that they develop an ability to empathize, communicate, and collaborate with others from diverse cultures in their own languages. The study of world languages and cultures, present and past, provides a unique catalyst for fostering a mode of critical thinking that creates true cultural understanding, one that recognizes relationships shaped by power, privilege, identity, and social location.

As a foundation for incorporating world languages and cultures into students' academic programs, each student will complete a minimum of two semesters of study of the same language at any level, either at

Connecticut College or at a comparable institution. Normally, language courses will be completed by the end of the sophomore year so that students may incorporate and deepen their knowledge in culminating work in the junior and senior years. Transfer students entering Connecticut College with 56 credits or more are required to complete one semester of language study, either at Connecticut College or a comparable institution.

Additionally, students will work with advisers to apply their language study to scholarship and other activities that reach beyond the traditional classroom. These experiences may include, but are not limited to: study away and SATA programs with intensive language study; course TRIPS with language and culture components; certificate programs through the academic centers; science practica or internships involving international collaborations; international internships; community learning components in languages other than English; student teaching; FLAC sections; participation in the World Languages program in the New London schools; CC Language Fellow and Language Assistant positions; honors theses and Senior Integrated Projects employing research in languages other than English. These practical applications are strongly recommended to build upon the required language coursework.

Students who achieve advanced-level proficiency in a language, and who apply their language in an international or other practical context, may have this noted on their academic transcript. Students should submit a petition to this end to the Study Away Committee.

#### V. Exemptions

Students seeking an exemption to any component of the Connections program or other College-wide requirements, for accessibility or other personal reasons, must submit a petition to the Committee on Academic Standing. Students should first contact their class dean and, if applicable, the Office of Accessibility Services to discuss their specific situation and the details of the process.

#### The Academic Major and Minor

Every student is required to complete an academic major, which must be formally declared no later than March 31 (or Oct. 31) of the second semester of the sophomore year. Students have the option of completing academic minors or additional academic

majors, each of which should be declared as early as possible but no later than the end of the first semester of the senior year.

All changes to major or minor status of graduating students must be declared by April 1, with individual variations to major and minor requirements approved by departments and programs no later than April 15. Departments and programs must review the progress of all graduating students completing a major or minor, and may alter their status based on insufficient coursework. Students may change their major or minor status immediately prior to graduation, based on unanticipated non-completion of requirements.

A major must consist of at least nine and no more than 15 semester courses (typically 36 to 60 credit hours), unless otherwise dictated by the standards of a professional society or as part of a cooperative program with another institution. At least six of these courses must be at the 200 level or higher, with at least two at the 300 level or higher. Only a certain number of courses may be counted in common between the requirements for two separate majors:

- If the total number of combined semester courses for the two majors is fewer than 24, three courses may be counted in common.
- If the total number of combined semester courses for the two majors is at least 24 and fewer than 30, four courses may be counted in common.
- If the total number of combined semester courses for the two majors is 30 or more, five courses may be counted in common.

If more than the designated three, four or five courses in common are required between the two majors, then an equivalent number of courses need to be added as electives.

A minor must consist of at least five semester courses, at least three of which must be at the 200 level or higher. Only one course may be counted in common toward the requirements for a major and a minor or toward the requirements for two separate minors. A student may not receive credit for more than three minors.

The College offers both department-based and interdepartmental majors. Interdepartmental majors generally include a required core comprised of at least one introductory course specific to the major and a capstone experience (individual study, honors study, seminar, colloquium or internship) in which

the analytical skills and subject matter from prior courses are employed and tested.

Certain majors provide students the option of selecting a specific track or concentration. A concentration is noted explicitly on a student's transcript, whereas a track is not.

#### **Student-Designed Interdisciplinary Majors and Minors**

Student designs for interdisciplinary majors and minors are normally formulated and approved no later than the first semester of the junior year. A student whose proposal for a student-designed interdisciplinary major has not been approved by March 31 (or October 31) of the second semester of the sophomore year must declare an established major. Before presenting a formal proposal for a major or minor, the student must receive support from at least one faculty member who is willing to serve as an adviser. The student should also consult with members of the Committee on Student-Designed Interdisciplinary Majors and Minors before submitting the application.

Proposals for student-designed interdisciplinary majors shall include:

1. A closely articulated group of nine to fifteen courses in two or more disciplines.
2. An integrative project (individual study, honors study, or appropriate seminar) that counts as one of the nine to fifteen courses and serves as a capstone to the major, through which students have the opportunity to reconcile or synthesize the interdisciplinary materials with which they have been working.
3. An essay describing the overall coherence or unity in the form of a central topic, theme, or problem.

4. A letter of support from the potential major adviser.

Proposals for student-designed interdisciplinary minors shall include:

1. A closely articulated group of six or more courses in two or more disciplines.

2. An integrative project (individual study, honors study, or appropriate seminar) that counts as one of the six or more courses and serves as a capstone to the minor, through which students have the opportunity to reconcile or synthesize the interdisciplinary materials with which they have been working.

3. An essay describing the overall coherence or unity in the form of a central topic, theme, or problem.

4. A letter of support from the potential minor adviser.

After receiving preliminary approval from the Committee on Student-Designed Interdisciplinary Majors and Minors, the student's proposal is forwarded to the Academic and Administrative Procedures Committee for inclusion among the substantial curricular changes to be presented to the faculty. Once a major or minor has been formally approved by the faculty, the Office of the Registrar must receive a declaration form with the name of the new major or minor and the signature of the faculty adviser.

The Committee on Student-Designed Interdisciplinary Majors and Minors may authorize substitutions of individual courses for student-designed interdisciplinary majors and minors that

have already been approved by the faculty. Such substitutions may not decrease the total number of courses required for the major or minor. When possible, substitute courses should be at the same level or higher and should come from the same department or program as the courses that are being replaced. The Committee on Student-Designed Interdisciplinary Majors and Minors may approve proposals for honors study in student-designed interdisciplinary majors, subject to the relevant College-wide policies. In the event that the student's adviser is unable to continue serving, the SDIMM committee is responsible for helping the student find a new adviser.

### **Advanced Study**

The College encourages properly qualified students to engage in advanced individual study. The following plans, as supplements to the regular course offerings, are available to students upon recommendation by their advisers.

### **Honors Study**

Honors Study offers students who meet the standards set by the College and by their major departments the opportunity to combine independent work with regular courses of study.

Juniors who have maintained a 3.5 grade point average in their major courses for the sophomore and junior years may, at the end of the junior year, request permission of their departments to be admitted to Honors Study. At this time, in consultation with their major department, they shall formulate a tentative plan for a senior project that has a scope of a year-long project in the student's declared major.

Before the end of the junior year, the student will present the major department or appropriate interdisciplinary committee with a plan of study designed to replace two semester courses in the major field. When this plan has been approved, the chair and principal adviser will choose two readers. At least one of the readers and/or the adviser must be a member of the department. The student may confer at any time with the readers about the progress of the honors work.

Course 497 should be added to a student's schedule by the end of the Limited Add Period and must be added no later than September 30 (or February 28) in the first semester of the senior year. Registration for Course 498, or conversion of Course 497 to an Individual Study, should be completed by the end of the Limited Add Period and must be completed no later than February 28 (or September 30) in the second semester of the senior year. By the deadline listed in the Academic Calendar, the student will submit the thesis and the thesis submission form electronically. After the conclusion of the academic year, the library will post the thesis to Digital Commons, granting the thesis the level of access requested by the student and adviser. The department or interdisciplinary committee shall have the option of requiring the readers to administer an oral examination on the subject of the course.

Students enrolled in Course 497-498 will be given the temporary grade "In Progress" at the end of the first semester. This grade will be changed to a letter grade when the Honors Study has been completed. The final grade shall be assigned by the adviser after consultation with the readers. A grade of A or A- will denote Honors.

Any Honors Study project to be considered for the Oakes and Louise Ames Prize must be submitted to the Educational Planning Committee and must include a one-page abstract of the project.

The College awards the degree of Bachelor of Arts with Honors Study in the Major Field to students who complete their Honors Study with a grade of A or A-. Students who earn a passing grade of B+ or lower will receive credit as Individual Study as determined by the department. The College awards the degree of Bachelor of Arts with Honors Study and Distinction in the Major Field to students who complete their Honors Study with a grade of A or A-, and who have a grade point average of 3.7 in all courses that may be counted toward the major, including those taken during the first year or its equivalent.

#### **Individual Study Courses**

Individual study courses are available to properly qualified students, subject to availability of staff time for supervision. The proposal for study must be approved by the instructor supervising the project and by the department or interdisciplinary program in which the project is to be conducted.

#### **Seminars**

Many departments also offer seminars in which students have the opportunity to work independently on different aspects of their major field or area of interdisciplinary study and to discuss the results of their research.

#### **Postgraduate Study and Admission to Professional Schools**

Many Connecticut College seniors choose to apply for and attend graduate or professional schools. After assisting students with the process of identifying their advanced degree goals, Career advisers refer these students to the College's pre-professional and graduate school advisers and to discipline-specific faculty advisers.

A student who plans to undertake graduate study should examine specific requirements of particular graduate programs as early in the undergraduate years as possible. Early consultation with the major adviser and the college's graduate school advisor is strongly recommended.

Students intending to prepare for postgraduate entrance into law, business or medical school are encouraged to register with Connecticut College pre-law, pre-business or pre-health advisers early in the first-year.

Connecticut College does not recommend a formalized pre-law program of studies because experience demonstrates that the best preparation for law school is a solid liberal arts education that trains minds to think critically, logically and creatively. Recent graduates now enrolled in law schools concentrated in a wide range of liberal arts majors.

A liberal arts education is an ideal gateway to a career in business and finance. Employers in those fields, as well as business schools, prefer applicants who have perfected their oral and written expression, analytical, problem-solving and quantitative abilities, and leadership skills. At Connecticut College, our students gain transferable skills that are key to job searches, graduate school applications and careers, including: financial literacy; interview techniques; professional presentation and communication skills; and leadership experience. Connecticut College students interested in finance, banking and investment strategies also hone their skills and experience outside the classroom through the Peggoty Investment Club, the Women in Finance Series, and the Fast Forward

program. The college also has developed strong connection with prominent graduate programs in business and management.

Connecticut College does not recommend a formalized business program of studies because experience demonstrates that the best preparation for a career in business or entry to business school is a solid liberal arts education that trains minds to think critically, logically and creatively. Recent graduates now enrolled in business schools concentration in a wide range of liberal arts majors. However, a new finance minor is being introduced in the fall 2018 semester to include curriculum in accounting, finance, quantitative development, and economics. Students can receive individual career and professional school advising from the pre-business advisers.

Although medical schools require applicants to present strong academic qualifications in a number of undergraduate sciences, superior performance in a diversified program of liberal arts studies is equally important. The science requirements for medical school can be met by the following courses: biology (two semesters); general chemistry (two semesters); organic chemistry (two semesters); and physics (two semesters). Most medical schools require a year of English (although many accept Writing courses in place of courses in English) and one year of college-level mathematics. Although not required, additional courses in biology, biochemistry, statistics, psychology and sociology will prepare students for the MCAT (Medical College Admission Test) and are strongly recommended. The College pre-health advisers provide guidance in selecting a course of study, gaining relevant shadowing and co-curricular experiences, and preparing for the application process. The other health profession schools (e.g. dental, veterinary, physician assistant) have similar general prerequisites but most have discipline-specific requirements.

### **Elective Courses**

In the elective area students are free to explore fields not otherwise included in the academic program by exploring a diversity of interests, satisfying a curiosity aroused through General Education or bolstering their major with related study. Whatever the preference, the student should choose electives with a thoughtful awareness of the design of his or her education.

# ACADEMIC REGULATIONS AND DEGREE REQUIREMENTS FOR UNDERGRADUATE STUDENTS

1. The equivalent of 128 credits is required for the degree.

2. A student is expected to complete all degree requirements in the equivalent of eight semesters or fewer, depending upon transfer credit.

3. A student must complete a minimum of 64 credits at the 200 level or higher.

4. No more than eight one-credit courses may be counted toward the 128 credits required for the degree.\*

5. At least 64 credits must be taken outside any single department (as defined by the course designations).

6. The minimum cumulative grade point average for the degree is 2.0.

7. The normal course load per semester is four courses (the equivalent of 16 credits) in order to complete the degree in a maximum of eight semesters. The record of each student who is not enrolled in a minimum of 16 credits will be reviewed by the Committee on Academic Standing at the end of each semester. Poor scholarship is not grounds for diminution of the normal course load. A student must be enrolled in a minimum of 12 credits to be eligible for on-campus housing. Campus housing is not available for RTC students.

8. Pre-Registration: Official pre-registration for courses shall be conducted at announced dates during the preceding semester, beginning no earlier than five weeks before the last day of classes. A student may pre-register for a maximum of 19 credits during this period.

9. Add/Limited Add Periods: The first week of classes each semester is considered the Add Period, during which students may add new courses to their schedules (subject to enrollment limitations, prerequisites and guidelines for over-pointing). The second week of classes is considered the Limited Add Period, during which students may add courses only with the explicit approval of the instructor. After the conclusion of the Limited Add Period, courses may be added only with the approval of the Committee on Academic Standing.

10. Delete Period: The first two weeks of classes are considered the Delete Period,

during which students may delete courses from their schedule without any record on their transcript.

11. Course Withdrawal: The Course Withdrawal Period begins the day after the conclusion of the Delete Period and ends five weeks before the last day of classes. During this period, a student may withdraw from one or more courses with a grade of "W" recorded on the transcript. Under exceptional circumstances, the Committee on Academic Standing may allow a student to withdraw from courses after the end of the Course Withdrawal Period. A student may not at any time fall more than two courses (eight credits) behind the normal accumulation of four courses per semester. If a student has fallen eight or more credits behind the normal accumulation, the course withdrawal option will not be available, except by explicit permission of the Committee on Academic Standing, until the student has earned additional credit through over-pointing or completing summer courses. A student may only use eight credits of Advanced Placement credit to repair credit deficiencies. Any student who has an Honor Council case pending in relation to a course, or who has received a penalty in relation to a course, is not permitted to exercise the course withdrawal option in that course.

12. Over-Pointing: Students may take up to 19 credits per term, subject to approval from their faculty adviser. Any additional coursework is considered over-pointing and is subject to additional guidelines and restrictions. Students may not over-point during the pre-registration period, but must wait until the beginning of the Add Period. First-semester first-year students are not allowed to over-point.

Requirements for over-pointing are as follows:

**From 20 to 23 credits:** Students must have earned a grade point average of at least 3.0 during the previous semester. Students whose grade point average from the previous semester was below 3.0 must obtain approval from both their faculty adviser and their academic dean. Approval forms are available from the Office of the Registrar.

**From 24 to 27 credits:** Students must obtain approval from both their faculty adviser and their academic dean.

Students may not take more than 27 credits per semester without the approval of the Committee on Academic Standing. Under normal circumstances a student may not take more than six courses that are worth four or more credits.

\*Not applicable to RTC students.

13. Satisfactory/Unsatisfactory: In each semester of the junior and senior years (to a maximum of four semesters), a student with a cumulative and current grade point average of 2.0 may elect one otherwise letter-graded course for which the instructor is required to enter the final mark as either Satisfactory (S) or Unsatisfactory (U). Return to College students must petition the Committee on Academic Standing to elect the satisfactory/unsatisfactory option. Non-degree students may elect one satisfactory/unsatisfactory course per semester. A grade of Satisfactory will be awarded for course work completed at or above a "C-"; the grade of Unsatisfactory will be awarded for course work completed at or below a "D+". Neither the Satisfactory nor Unsatisfactory grade will factor into the cumulative grade point average, and credit will only be earned for a Satisfactory grade. A grade of Unsatisfactory automatically excludes a student from Dean's Honors and Dean's High Honors for that semester.

The following limitations pertain to the Satisfactory/Unsatisfactory option:

- This option cannot be exercised for any course that may be counted toward the major, even if the minimum requirements for the major have already been completed.

- Courses taken with this option may not be counted toward a minor or College-wide requirement.

The option may be filed from the first day of classes to the end of the first six weeks of classes. Upon submission of the Satisfactory/Unsatisfactory form, the instructor will be notified of the student's election of the option.

Note: This option does not apply to any course that is graded under the pass/not passed option.

Note: Any student who has an Honor Council case pending in relation to a course, or who has received a penalty in relation to a course, is not permitted to exercise the

Satisfactory/Unsatisfactory option in that course. Should the student have elected the Satisfactory/Unsatisfactory option prior to the Honor Council deliberations, the final decision of the Honor Council will override the Satisfactory/Unsatisfactory option, if appropriate.

14. For students who matriculated prior to Fall 2016 to complete the College's General Education program, seven separate and distinct courses are required, each from a separate department, along with the completion of the foreign language and Writing Across the Curriculum requirements. The same course may not count toward more than one area. The same course, however, may count toward General Education as well as the requirements of the major.

15. Repeating a Course: Normally courses may not be repeated for credit. Any student who has received a passing grade and earned credit for an individual course may not repeat the course; this includes Advanced Placement, summer school and all course work taken at other institutions. Note that this policy does not apply to certain courses, the content of which varies from year to year: Advanced Study Seminars, Individual Study courses, and courses specifically noted in the catalog that by faculty vote may be repeated. A student who has failed a course may repeat it, the original grade remaining on the record and calculated into the grade point average; the second grade is also recorded and calculated in the grade point average.

16. Students seeking to receive a bachelor's degree in fewer than four years must obtain approval for their course of study from their major adviser and from the Committee on Academic Standing.

17. Students who plan to complete degree requirements at the end of a summer or the end of a fall semester must formally petition through their adviser and the Committee on Academic Standing. Students granted such permission should not terminate studies without a careful check of the academic record to see that all credits and grades are in order.

18. The evaluation of transfer and pre-first year college credit is determined by the Office of the Registrar. Transfer credit is granted only for courses with an approximate counterpart in the Connecticut College curriculum with grades of C or higher.

19. To qualify as a candidate for a degree at Connecticut College, a student must

- Complete at least two full years of academic work in residence (full-time status) including one semester of the senior year and
- Earn at least 64 credits at Connecticut College.

Summer session credit at Connecticut College may be included in the 64 credits, but summer session does not count as one of the residency semesters.

20. While transfer students are given credit for approved courses taken at other institutions, they nonetheless must also meet the requirements of rule 19.

21. The College's annual commencement ceremony is held in May. Students who have not completed the necessary coursework but who are within eight credits of the total required for graduation may, with the signature of their academic dean, participate in commencement. Such students will be eligible to receive their degrees in the fall semester of the next academic year, as long as they complete the required coursework and submit the appropriate documentation to the Office of the Registrar no later than September 15. The degrees will be conferred in October, upon approval by the faculty and the board of trustees. There will be no separate commencement ceremony during the fall semester. For the purposes of Latin honors and other awards, students receiving their degrees in the fall semester will be considered members of the class that graduated the preceding May.

22. Students within eight credits of graduation at commencement who submit the necessary documentation after September 15 will receive their degrees the following May, as will any students who complete their degree requirements during the fall semester. In such cases, the College will provide an official letter stating that the student has completed the necessary coursework for the degree. A specific notation will also be made on the student's transcript indicating that the degree requirements have been fulfilled.

23. Although advisers will give all reasonable aid and direction, students will be held responsible for errors in their choice of studies. Students should regularly seek guidance on their academic programs; they should consult their academic advisers until they have elected a major and their major adviser thereafter. After such consultation, students are free and responsible to choose their own program,

subject only to College, departmental or interdisciplinary program regulations.

\* For students who matriculated prior to fall 2019, no more than four-one credit courses may be counted.

For additional explanation of the academic regulations, see Section II in the *Student Handbook*.

All students should refer to the Satisfactory Academic Progress section of this catalog.

## Alpha, Beta and Gamma Numbers

Every summer, prior to the start of the academic year, the Office of the Registrar shall compute three numbers for use during the subsequent year: the *alpha number*, the *beta number* and the *gamma number*. These numbers vary from year to year, depending on the grade point averages of the four previous graduating classes, and will be used to determine eligibility for Latin honors and for Dean's Honors and Dean's High Honors. These numbers shall be publicly advertised at the start of the academic year.

## Academic Honors

The College awards the degree of Bachelor of Arts with Honors Study in the Major Field to graduating students who have completed their Honors Study with a grade of A or A-. The College awards the degree of Bachelor of Arts with Honors Study and Distinction in the Major Field to graduating students who have completed their Honors Study with a grade of A or A- and who have a grade point average of at least 3.7 in all courses that may be counted toward the major, including those taken during the first-year or its equivalent.

The College awards the degree of Bachelor of Arts with Distinction in the Major Field to graduating students whose grade point average is at least 3.7 in all courses that may be counted toward the major, including those taken during the first-year or its equivalent.\*\*

The College awards Latin honors based on all coursework taken after secondary school. The degree of Bachelor of

Arts *summa cum laude* is awarded to graduating students whose cumulative grade point average is greater than or equal to the alpha number.\*\* The degree of Bachelor of Arts *magna cum laude* is awarded to graduating students whose cumulative grade point average is less than the alpha number and greater than or equal to the beta number.\*\* The degree of Bachelor of Arts *cum laude* is awarded to graduating students whose cumulative grade point average is less than the beta number and greater than or equal to the gamma number.

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\* *Beginning with students matriculating in Fall 2006, including transfer and RTC students.*

\*\**Beginning with students matriculating in Fall 2008, including transfer and RTC students.*

#### **Eligibility for Latin Honors**

All graduating students, including those who transfer to the College at the beginning of the junior year, are eligible for Latin honors on the basis of all undergraduate grades, including those from the first year or its equivalent. The relevant grade point average takes into account approved summer courses and study at other institutions, but excludes courses taken with the Satisfactory/Unsatisfactory option, courses designated Pass/Not Passed, and courses not accepted for credit toward graduation taken at least 10 years prior to matriculation at the College.

To be eligible for Latin honors, at least 80 percent of the credits completed, including those from the first year or its equivalent, must come from graded courses. For the purposes of this calculation, credits earned from Advanced Placement, International Baccalaureate or British A-level examinations are excluded from the total.

#### **Phi Beta Kappa and Winthrop Scholars**

Phi Beta Kappa, founded in 1776 at the College of William and Mary, is the oldest national honor society in the United States. The Connecticut College chapter, Delta of Connecticut, was established in 1935. Membership is restricted to students in their senior year. There are two elections annually: in the fall semester, based on

students' academic records through the end of the junior year, and in the spring, based on their academic records through the first semester of the senior year. Students elected to membership in Phi Beta Kappa in the fall of their senior year are designated Winthrop Scholars, a distinction instituted in 1928 as a means of recognizing the highest level of scholarship and academic promise.

#### **Dean's Honors and Dean's High Honors**

At the end of each semester, any student whose grade point average for that term is greater than or equal to the beta number shall be awarded Dean's High Honors.\* Any student whose grade point average is less than the beta number and greater than or equal to the gamma number shall be awarded Dean's Honors.\* To be eligible for either of these honors, a student must have completed a minimum of 12 credits that term in graded courses. A grade of Unsatisfactory or Not Passed automatically excludes a student from Dean's Honors and Dean's High Honors for that semester.

\* *Beginning with students matriculating in Fall 2008, including transfer and RTC students, effective in Fall 2011. Prior to that point, the threshold for Dean's High Honors will be 3.7 and for Dean's Honors will be 3.3.*

#### **Grading**

At the end of each semester, grades are submitted by the faculty through Self Service, by the published deadlines. Changes to previously submitted grades must be submitted in writing to the Office of the Registrar. Only grades that are higher than those previously submitted will be accepted; grades may not be lowered.

Once the faculty has voted to approve the degrees for the students who are graduating (three days before Commencement), all transcripts are considered to be "frozen." Following that vote, changes to the transcript, including changes of grade, are not permitted.

A student's course work is evaluated on the basis of grades and credits taken. The letter grades used and their associated grade points are: A, 4.0; A-, 3.7; B+, 3.3; B, 3.0; B-, 2.7; C+, 2.3; C, 2.0; C-, 1.7; D+, 1.3; D, 1.0; D-, 0.7; F, 0.0; NF, 0.0; and IF, 0.0. Grade point standing is obtained by summing the products of credits and grade points and dividing by the number of credits taken. Work taken during the

summer and while on leave from the College will be included in determining grade point standing, but courses taken under the satisfactory/unsatisfactory option or graded pass/not passed are excluded. All one-credit courses must be marked as pass/not passed.

### **Incomplete**

Students who have not completed all course requirements by the end of the examination period because of emergency or illness may request a temporary grade of Incomplete. In this situation, students should consult both the instructor and their class dean, and must submit the request officially to the class dean no later than the end of the examination period. After discussing any relevant issues with the class dean, the instructor shall make the final determination as to whether or not to allow the temporary grade of Incomplete.

All work must be completed and submitted by the due date specified by the instructor, which must be no later than four weeks after the end of the examination period. Incompletes extended beyond four weeks require the approval of the instructor and the Committee on Academic Standing, and will be granted only in the most extraordinary circumstances. If the work is not completed and submitted by the student on or before the due date, the instructor will report a permanent grade reflecting the quantity and quality of work completed in relation to the total work assigned.

### **No Grade**

Within four weeks of the beginning of the following semester all work must be completed and a grade submitted; otherwise, a final grade of failure, which will be calculated into the grade point average as a failure, will be posted.

## **Examinations Coordinated by the Office of the Registrar**

The period for final examinations each semester is established as part of the College calendar. All examinations are conducted under the Honor Code, and the time allotted for scheduled or self-scheduled final examinations, when given, is three hours. Scheduled and self-scheduled examinations are administered by the Office of the Registrar, and may not be taken by any student before the start of the examination period, or after the end of the

examination period unless the student has received a temporary grade of Incomplete.

Students are permitted to schedule their own examinations during the examination period. In courses for which there is a pedagogical need to have a single examination period, instructors shall preschedule their examinations through the Office of the Registrar. A list of prescheduled examinations will be published by the Office of the Registrar prior to the start of the examination period. To ensure the integrity of the Honor Code, any student who has completed or is in the process of completing any examination is forbidden to divulge the content or level of difficulty of that examination to anyone before the end of the examination period.

A student who has submitted the appropriate documentation to the Office of Accessibility Services may take the examination at the Academic Resource Center. A student who, because of emergency or illness, is unable to complete an examination must submit an official request for a temporary grade of Incomplete by the end of the examination period. Students who have been approved for an Incomplete may arrange to take their examination in one of three ways: on-campus with the instructor, on-campus through the Office of the Registrar, or mailed home by the instructor or department.

## **Accelerated Completion of Degree**

The Connecticut College curriculum is built on the presumption that eight semesters of study are necessary for completion of the degree. In this timeframe students can take full advantage of the many opportunities for personal and intellectual growth the College provides, including certain signature experiences such as sufficient time for in-depth study of a single discipline (a major) and free exploration of other topics (electives); the experience of a semester of international study; a College-sponsored summer internship and/or research experience; and the option of earning a certificate through study in one of several interdisciplinary centers. Students are also expected to develop capacity for leadership and citizenship through immersion in a dynamic residential community or participation in student organizations and activities, community service, or involvement in the College's unique governance structure.

Having designed this optimal educational experience for students, the College

understands that some students may wish nonetheless to accelerate completion of their degree (in seven or fewer semesters) using advanced placement credit or transfer credit or by "over-pointing" (taking more than the expected academic workload in successive semesters). Because completion of all General Education, departmental and other College requirements prior to an accelerated graduation may be difficult or in some cases impossible, students who wish to graduate in fewer than the expected eight semesters should contact the Dean of Studies as well as their faculty adviser as soon as possible; the College recommends that it be done by the first semester of their second year at the College. In close consultation with these advisers, students seeking an accelerated degree must ultimately submit a petition to the Committee on Academic Standing, where a group of faculty and deans will assess their chances for success by reviewing their records and plans for completing all degree requirements. The Committee on Academic Standing has final say in approving any accelerated graduation plan.

## Transfer Credit

### Pre-Matriculation Course Work

Many students have the opportunity to enroll in advanced college level course work prior to secondary school graduation. Connecticut College will grant credit for pre-matriculation course work, providing the course work meets the following criteria:

- completed on a college campus;
- completed in a class with matriculated college students; and
- the course work was not used to satisfy any high school graduation requirements.

It is the responsibility of the student to forward an official transcript of any pre-first year course work to the Office of the Registrar. Once an official transcript has been received, the student's complete file will be reviewed to determine if the credits should be posted to the Connecticut College transcript.

Connecticut College does not award credit for programs where the above criteria has not been satisfied, e.g., the University of Connecticut's Early College Experience Program, Kenyon College's SCA Program, Syracuse University's Project Advance or CLEP testing.

## Advanced Standing

Connecticut College encourages prospective students in secondary schools to engage in advanced-level work. Students who meet certain benchmarks on the exams designated below may receive credit toward their degree requirements. Individual departments have the discretion to decide if Advanced Placement and its equivalents should count toward the major or minor and to determine the course equivalency.

**Advanced Placement (AP) Examination, sponsored by the College Entrance Examination Board:** Students are awarded 4 credits for certain AP examination scores of 4 or 5, which may be applied toward their degree requirements.

**International Baccalaureate:** Students who present the International Baccalaureate may, on a course-by-course basis, be awarded 4 credits for each "Higher Level" individual exam score of 5 or above.

**British A-Level Examinations:** Students who present the A-Level certificate may, on a course-by-course basis, be awarded 4 credits for each "Advanced Level" exam grade of "C" or above.

**Other Foreign Exams:** Students who present the results of certain foreign examinations, such as the German Abitur and its North European equivalents, the Swiss Maturité, the Italian Maturita, and others of similar merit, may, on a course-by-course basis, be awarded 4 credits for each individual course.

A student may apply Advanced Placement credit or its equivalents toward degree requirements in the following ways:

**General Education Requirements:** AP credit or the equivalent may be used to satisfy General Education requirements, subject to the approval of the department.

**Degree Credit:** Students may use AP credit in one of two ways: either to repair credit deficiencies that arise from course withdrawals or failing grades or to accelerate. If a student uses AP credit to repair deficiencies, he/she may not use more than eight credits. If, on the other hand, the student chooses to accelerate, he/she may use 16 credits of AP to graduate in seven semesters or 32 hours to graduate in six semesters. Students may also use AP credits to cover a leave of absence or withdrawal from the college. Degree credit will not be

awarded for AP work if an equivalent introductory course has already been taken, either at Connecticut College or transferred from another institution.

**Satisfactory Academic Progress (SAP)**

Academic Standing and Promotion (for all students)

Students receiving benefits from the Veteran's Administration who do not maintain Satisfactory Academic Progress as described in Academic Standing and Promotion will be withdrawn for at least one semester following the second Directed to Withdraw decision. If the student has been Directed to Withdraw for a second time in their academic career at the College, they are not eligible to appeal.

In accordance with federal regulations, all financial aid recipients are required to make satisfactory academic progress. This means that financial aid recipients must:

- Maintain a minimum grade point average of 2.0 and
- Accumulate a sufficient number of credits so as not to be more than eight credits (including transfer credits) behind the normal semester hours as described below.
- Institutional aid is limited to eight semesters for traditional undergraduates less for transfer students.

Traditional Undergraduate	Minimum Earned Credits Required at End of First Semester	Minimum Earned Credits Required at End of Second Semester
First-year	8	24
Sophomore	40	56
Junior	72	88
Senior	104	120

A student's progress will be monitored at the end of each semester to determine eligibility for financial aid for the upcoming semester. A student who is more than 8 credits behind their entering class and/or has a cumulative GPA of less than 2.0 is not making satisfactory academic progress.

**Financial Aid Warning**

A student who may be in jeopardy of losing his or her federal financial aid will first

be sent a warning letter and is required to meet with his or her dean or academic adviser. This student will be eligible to receive federal financial aid for the upcoming semester.

**Financial Aid Probation**

If a student has not met the minimum standards for satisfactory academic progress after the initial Financial Aid Warning, the student will be placed on financial aid probation and is denied access to federal financial aid. A student can appeal based on the following:

- injury or illness (must provide a letter from a health professional)
- disability (must provide a letter from Accessibility Services)
- death of a relative; (must provide documentation) or.
- other special circumstances (must provide documentation).

In addition to providing the above documentation, the student must submit an academic plan that has been determined with consultation from the student's dean or academic adviser. It must be specific and demonstrate how the student will graduate within the remaining semesters.

If the student's appeal of his/her financial aid probation is granted, the student will be notified of the approval via email along with additional requirements that must be met. The award will be for only one semester. Future funding will be dependent on the successful completion of the semester based on the academic plan and any additional requirements listed in the approval letter.

If you will be taking a semester off, or making arrangements to pay for classes without financial aid, please be advised that in order to regain eligibility for financial aid, you must meet the minimum requirements based on the original class in which you entered.

**Return to College Students (RTC)**

- RTC students must maintain a minimum grade-point average of 2.0 and
- The program must be completed within the maximum time frame of 12 semesters, less with transfer credits.
- RTC students are eligible for federal aid only.

For example: A student transfers in 48 credits, or three semesters, leaving a remainder of nine semesters to complete the degree. The student must complete eight credits during each of the nine remaining semesters.

<b>Return to College Student Example: Credits transferred 48 (three semester equivalent)</b>	<b>Required to earn 8 credits by the end of each semester</b>
1st Semester at Conn	56
2nd semester	64
3rd Semester	72
4th Semester	80
5th Semester	88
6th Semester	96
7th Semester	104
8th Semester	112
9th Semester	120

Please reference the previous sections on Financial Aid Warning and Financial Aid Probation if you are not making satisfactory academic progress as defined above.

**Graduate Students**

- Graduate students in psychology must maintain a minimum grade point average of 3.0
- The standard published length for a graduate student in psychology is 48 credits or four semesters if attending full time, less with transfer credits. Students attending part time may have up to six semesters, less with transfer credits, to complete the program.

<b>Part Time Master of Arts in Psychology</b>	<b>Minimum Earned Credits Required at End of First Semester</b>	<b>Minimum Earned Credits Required at End of Second Semester</b>
1st year graduate	8	16
2nd year graduate	24	32
3rd year graduate	40	48

Please reference the previous sections on Financial Aid Warning and Financial Aid Probation if you are not making satisfactory academic progress as defined above.

# ACADEMIC AFFAIRS

## Academic Advising

The College believes that academic advising is central to helping students make the most effective use of the diverse curricular and co-curricular options available to them at Connecticut College. Our academic advising features a team advising approach for a student's first two years that includes a pre-major faculty adviser, staff member, and student advisers. This team assists in the transition to the major faculty advisor, typically during the sophomore year. Of course, many additional faculty and staff are available to work with students as they plan their academic programs, and we encourage students to take advantage of advising assistance available across the campus throughout their years at the College.

First-year students will receive their pre-major advising assignment from the dean of first-year students after being assigned to a First-Year seminar during the summer prior to matriculation. Each student will be assigned an advising team connected to their first-year seminar which includes their faculty pre-major adviser, a staff adviser, and two to three student advisers. Transfer students will be assigned a pre-major or major adviser by their class dean depending on their class year. The dean of sophomores and dean of juniors and seniors advise upper-class students, in close consultation with the student's major adviser, who will be assigned when the student declares a major. Students may declare a major at any time prior to the second semester of their sophomore year, at which point a declaration of major is mandatory.

Academic deans and advisers in the major field advise transfer students, and advisers in the Psychology department advise graduate students in the M.A. program in Psychology. A pre-major adviser advises students in the Return to College (RTC) program until they declare a major. Students interested in single-course exchanges with Wesleyan University, Trinity College or the U.S. Coast Guard Academy should consult with the registrar. Special students are under the administrative purview of either the dean of first year students or the registrar.

Additional counseling and advising assistance is available through the offices of Career and Professional Development, the

Dean of Students, Student Counseling Services, Academic Resource Center, Student Accessibility Services, the Writing Center, and Residential Education and Living.

## Classroom Recording

With the exception of those granted accommodations through the Office of Student Accessibility Services, students are prohibited from audio, video, or photographic recording during class periods or out-of-class meetings with the instructor without explicit permission from the instructor. Recordings approved in this manner may not be shared in any form without permission of the instructor. Violations of this policy shall be considered an Honor Code violation.

## Attendance at Classes

A student who pre-registers for a course has the obligation to appear at the first meeting of that course. In the case of absence, the student must notify the instructor within two working days of the first class meeting of his/her intention to continue in the class. Otherwise, an instructor is not obligated to keep that student on the class list and may assign his/her place to another student who wants to register for the course.

Regular attendance at classes and other scheduled academic appointments is expected of all students. Instructors are requested to call to the attention of the appropriate academic dean any case of extended or repeated absence. After warnings from the instructor and the academic dean, excessive absence may result in failure in the course. No instructor is expected to give extra help or to grant extensions to a student who has missed classes voluntarily.

## Last Date of Attendance

A student who, for unexpected reasons, requests a leave or withdrawal during a semester must complete a Leave/Withdrawal Form with his or her academic dean. The student is required to indicate his or her last date of class attendance for the semester.\* Financial Aid Services will confirm the last date of attendance by requesting that the student's instructors for the semester the student is leaving fill out a Last Date of Attendance Form. The Last

Date of Attendance Form will be returned to Financial Aid Services.

Students may not take personal leaves during the semester although they may apply for a personal leave for the following academic term.

### **Study Away**

Students interested in studying abroad must apply for approval through the Office of Study Away. Approval to study away is contingent on the students' academic records and adherence to application processes and deadlines.

Students who elect to take part of the degree requirements elsewhere are reminded that the transcripts from other institutions are evaluated by the Office of the Registrar and the course work is posted to the student's transcript with grades and credits. It is the student's responsibility to have an official transcript sent from his/her Study Abroad or Study Away institution.

For current and more specific information on application processes and programs for study away, contact the Office of Study Away.

### **Personal Leave**

Students who are in good standing may be approved by the Committee on Academic Standing to take a personal leave for purposes of work, travel or other nonacademic experience. Normally, academic work completed during personal leave cannot be transferred back to Connecticut College. Work activities may be explored through the Office of Career and Professional Development. Applications for personal leave must be approved by May 1 or Dec. 1 of the preceding semester.

In all cases, students planning to take a personal leave should consult with their academic dean and the appropriately executed leave form should be filed with the Office of the Dean of the College. No personal leave will be approved by the Committee on Academic Standing after the stated deadlines. Thereafter, all departures will be considered voluntary withdrawals.

It is the student's responsibility, whether on approved leave or voluntary withdrawal, to ensure that completed re-entry materials are submitted by the stated deadlines.

Students who plan to return from personal leave must formally notify the Office of the

Dean of the College no later than April 1 for re-entry in the fall semester or Nov. 1 for re-entry in the spring semester. Notification by these deadlines is necessary to help the College project enrollment and space needs to guarantee access to pre-registration and housing. The burden is on the student to make the notification, to make appropriate financial arrangements with the accounting office, and to forward housing requests (residential hall or off-campus) to the director of Residential Education and Living.

### **Re-Entry Following Leave**

Students on an approved Study Away/Teach Away (SATA) or other Connecticut College program are assumed to be returning to campus the following semester. Students who will not be returning must formally notify the Office of the Dean of the College. Students should review the financial aid section of this catalog and the section on satisfactory academic progress.

### **Withdrawal**

Students may withdraw from Connecticut College on a voluntary basis, may be advised or directed to withdraw following a review of academic progress, or may be directed to withdraw for other than academic reasons.

#### **Voluntary Withdrawal**

In cases of voluntary withdrawal, it is the student's responsibility to consult the academic dean and to file the appropriate form with the Office of the Dean of the College. Failure to do so will be noted and taken into consideration should a student apply for readmission. Students who fail to return to the College without prior notification, who transfer to other institutions, or who, for whatever reasons, do not plan to complete degree requirements are considered voluntary withdrawals.

#### **Temporary Withdrawal**

Students at Connecticut College may be assigned Temporary Withdrawal status if they are absent from the College under the following circumstances:

- Pending the receipt of documentation for a Student-Initiated Medical Leave.
- Pending the outcome of a student conduct process (e.g., interim suspension).

In cases of temporary withdrawal, the College will notify students in writing that they have been placed on this interim status pending final leave/withdrawal/readmission. A student on temporary withdrawal is subject to the same rules regarding financial aid and financial obligations that apply to students taking voluntary withdrawal. Students on temporary withdrawal may not participate in College activities until they have been readmitted.

### Refused Registration

Following review by the Committee on Academic Standing, students whose academic progress is in jeopardy because of repeated unfulfilled incompletes or other issues affecting academic progress, but whose academic performance is otherwise satisfactory, may be refused registration for at least one semester so that they may work on the problems hindering their academic progress. This designation does not constitute probationary status.

### Advised to Withdraw

Following review by the Committee on Academic Standing, students may be advised to withdraw and, if the advice is accepted, the students must formally report their decisions to their dean. Financial aid for students advised to withdraw will be renewed (if needed) upon readmission to the College. Students who elect to remain enrolled can be ensured of monetary assistance for one semester only and will be considered to be on academic probation until they reach the required average. This aid will provide the student with one semester in which to prove academically qualified for further support. Students should review the financial aid section of this catalog and the section on satisfactory academic progress. Academic records of students advised to withdraw will be reviewed each semester until a satisfactory grade point average is reached. Students who do not meet the requirements of their probationary period may be directed to withdraw.

### Directed to Withdraw

Students at Connecticut College may be **directed to withdraw** (DW) from the College for the following reasons:

- **Academics:** Students whose academic progress and/or grade point average falls below acceptable standards will be placed on Direct to Withdraw status after their records have been reviewed by the

Committee on Academic Standing at the end of the semester.

- **Indebtedness:** Charges for comprehensive fees or other bills have remained unpaid and the student and family have not established and/or followed a payment plan.
- **Failure to submit proof of immunizations:** The student has not submitted medical documentation of required immunizations.
- **Failure to abide by the Honor Code and Student Code of Conduct:** Subsequent to student conduct procedures, the student is deemed by the adjudicating body (i.e., Honor Council, Dean's Grievance, or Dean's Adjudication) to have violated the Honor Code or Student Code of Conduct resulting in a suspension or expulsion (see the Student Handbook). The College policies on exigent circumstances (e.g., serious crimes) and interim sanctions may also be invoked.

Prior to being directed to withdraw the student's academic dean/Dean of the College and/or the Dean of Students, as appropriate, may consult with other offices of the College as necessary and appropriate.

The student will be notified in writing of the decision for directed withdrawal. The student may request an appeal of the decision to the Dean of the College, the Dean of Students, or the appropriate committee; the appeals process will be delineated in the notice.

A student directed to withdraw is subject to the same rules regarding financial aid and financial obligations that apply to students taking voluntary leave. That is, a student may not participate in College activities until the first official day of the academic semester of returning unless given express permission by the Dean of the College or the Dean of Students, as appropriate and as outlined in the notice of directed withdrawal.

### Readmission Following Withdrawal

Students who wish to be considered for readmission must formally apply to the Office of the Dean of the College no later than Nov. 1 (for the second semester) or April 1 (for the first semester) and inform

their academic dean of their intent to return. In all cases of readmission, the burden is on the student to initiate the application process (supplemented by supporting evidence where required), to make the appropriate financial arrangements with the accounting office, and to forward housing requests (dormitory or off-campus) to the director of Residential Education and Living.

In cases of voluntary withdrawal, the student must demonstrate readiness to resume full-time studies and must summarize in a letter to the former academic dean any activities since last enrolled in the College.

Students who have been advised to withdraw or directed to withdraw for academic reasons will under no circumstances be considered for readmission without a full statement of the interim activity as well as evidence of growth in personal maturity and capacity for further academic work. Carefully composed letters, supplemented by relevant supporting material, should be sent to the dean, who will present the case to the Committee on Academic Standing.

A student placed on directed withdrawal for reasons other than academics who subsequently petitions the College to return will be required to demonstrate that the circumstances that led to the leave have been addressed and resolved, as outlined in the notice of directed withdrawal. The student is permitted to return upon the end of the designated period, subject only to any conditions or restrictions outlined and agreed to prior to the withdrawal. Each circumstance may have a different set of procedures depending on the type of directed withdrawal. The Dean of the College, the Dean of Students, or the Dean of the College in consultation with appropriate College staff, will review requests to return to campus and clarify the process for return.

### **Student-Initiated Medical Leave**

Students may initiate a leave from the College for medical or mental health reasons. At the discretion of the Dean of Students (or designee), and subject to the refund policies of the College, arrangements may be made for partial or complete refund of tuition and/or fees. Arrangements for incomplete grades or other academic accommodations may be made as well, subject to the approval of the Dean of the College in collaboration with the Academic Dean. Modifications to housing contracts may also

be possible with the approval of the Dean of Students.

The student is permitted to return upon the end of the designated leave. Students are expected to follow any conditions outlined and agreed to prior to the leave. Students are expected to include a letter from the medical or mental health professional who provided care to the student during his or her leave. The contents of the letter shall include medical verification that the student has taken steps to treat the condition that led to the leave, and that the student is ready to return to school, and does not pose a threat to himself or herself or to the health and safety of others. Additionally, students are expected to provide information regarding their current mental/medical health status, current diagnosis and prognosis, prescribed medications, treatment recommendations, and recommended accommodations. The student will be expected to provide permission for the providers to review the circumstances leading to the leave and to engage in discussion with the College providers reviewing the student's materials. This letter should be sent to the Director of Student Counseling or Director of Student Health Services, whoever is the appropriate service given the circumstances of the original leave. The student will be expected to provide signed consents to the appropriate Director in order to allow communications with the outside health provider as needed, and the College, to provide information regarding return. Any conditions should be designed to ensure the success of the student upon return to the College.

### **Medical Leaves of Absence and College-Initiated Leaves of Absence**

To best serve the physical and mental health needs of students, Connecticut College provides health and counseling services. Some students, however, may have medical or psychological conditions that significantly limit their ability to function successfully or safely in their role as students. In such cases, a student may request voluntary medical leave to allow them to receive treatment, or the College may place students on College-initiated leave if it determines that a student poses a significant risk of harm to themselves or to others and there are no reasonable accommodations by the College that will adequately mitigate the risk. This policy outlines the individualized process

to be followed for both voluntary medical leave and College-initiated leave.

### **Procedures for College-Initiated Medical Leave**

#### **Medical Leaves of Absence and College-initiated Leaves of Absence**

To best serve the physical and mental health needs of students, Connecticut College provides health and counseling services. Some students, however, may have medical or psychological conditions that significantly limit their ability to function successfully or safely in their role as students. In such cases, a student may request voluntary medical leave to allow them to receive treatment, or the College may place students on College-initiated leave if it determines that a student poses a significant risk of harm to themselves or to others and there are no reasonable accommodations by the College that will adequately mitigate the risk. This policy outlines the individualized process to be followed for both voluntary medical leave and College-initiated leave.

#### **I. Voluntary Medical Leave**

**Requesting Leave:** A student interested in voluntary medical leave must first meet with their Academic Dean to discuss and initiate the process. If the student is on campus, they should also meet with Student Health Services and/or Student Counseling Services (collectively the "appropriate Health Service"). If the student is not on campus, supporting documentation from a provider needs to be submitted to the appropriate Health Service. The appropriate Health Service will make a decision regarding the validity of the request for a medical leave and forward this to the Academic Dean, who is responsible for granting voluntary medical leaves of absence. The exit process will proceed as quickly as possible to allow the student to step away from College life and receive necessary support. Under certain circumstances, the student may be put on a temporary leave so that the student can leave the campus while the College collects all necessary documentation to support the student's full medical leave. The student will receive a letter from the Academic Dean confirming the voluntary medical leave and documenting the return from leave requirements.

Students at Connecticut College may be assigned Temporary Withdrawal status if they are absent from the College pending the receipt of documentation for a Student-Initiated Medical Leave. In cases of temporary withdrawal, the College will

notify students in writing that they have been placed on this interim status pending final leave/withdrawal/readmission. A student on temporary withdrawal is subject to the same rules regarding financial aid and financial obligations that apply to students taking voluntary withdrawal. Students on temporary withdrawal may not participate in College activities until they have been readmitted.

**Effect of Leave.** The following terms generally apply during a student's voluntary medical leave, depending on the student's individual circumstances:

- **Incomplete courses.** When a student is unable to complete the semester for medical reasons and obtains a voluntary medical leave, the transcript will show a "W" in lieu of a letter grade for each course begun that semester.
- **Financial Aid and Tuition Refund.** Students who receive financial aid need to contact the Office of Financial Aid to understand how the leave may impact their financial aid obligations. If a student is eligible for a tuition refund, it will be made in accordance with the College's tuition refund policy and schedule.
- **Tuition insurance.** Tuition insurance, for students who have it, may apply to medical leave, as per decision of the Tuition Insurance Company.
- **Class Registration and Housing Lottery.** The student will be eligible to pre-register for classes from home at the same time as on-campus students are pre-registering. The student will also be able to participate in the housing lottery or to apply for housing along with other returning students. The pre-registration and housing lottery process ensures that students on medical leave will not be at a disadvantage when they return, but is separate from the reinstatement process. The deadlines for these opportunities are as follows. Fall semester: If the student intends to return for the fall semester, they must notify their academic dean of their intent to return before the end of the spring semester pre-registration period. Spring semester: If the student intends to return for the spring semester, they must notify their academic dean of their intent to return by the end of the fall pre-registration period. If the student does not meet these deadlines, they must register for classes during the

add/delete period after the semester begins.

- **Courses at other institutions.** Under ordinary circumstances and after consultation with the student's academic dean, they will be allowed to take courses elsewhere during voluntary medical leave. With the prior approval of the registrar and upon successful completion of those courses, they will be able to transfer the credits to Connecticut College.
- **Disciplinary Proceedings.** Placement on voluntary medical leave is not disciplinary in nature and not part of the student conduct process. However, there may be situations when a student requesting a voluntary medical leave may also have violated the Student Code of Conduct. In those instances, the College can initiate the student conduct process. Students may not go on leave or withdraw from the college before the resolution of a student conduct violation unless they are granted permission by the Dean of Students. In such circumstances, the student's return to the College may be contingent upon the completion of student conduct proceedings.
- **Campus Activities.** The student on leave may not participate in College activities until the first official day of the academic semester when the student is permitted to return, unless given express permission by the Dean of Students.

**Return Following Leave.** When the student is ready to return to college, the student should give the student's provider(s) the Treating Provider Instruction sheet (below) as a guide for the letter(s) that must be submitted on the student's behalf.

- Please note that an Exchange of Information form (see below to select the most appropriate form) will need to be filled out for (1) the provider(s), (2) the Dean of Students, and (3) the Academic Dean for communications to occur with the College's appropriate Health Service.
- The Exchange of Information form(s) must then be submitted to the appropriate department (Student Health Services or Student Counseling Services).

These documents need to be sent 21 days prior to the student's anticipated return to college. If paperwork is not received within

this timeframe, the student may not be permitted to return at that time.

*Forms for the student to sign and submit to allow for communication about readiness to return to college (whichever is most applicable):*

- Signed Student Health Services Exchange of Information form or
- Signed Student Counseling Services Exchange of Information form

*Forms for the student to provide to their treating provider(s) to guide the providers in preparing letter documenting student's readiness to return to college:*

Treating Provider Instruction sheet (Student Health Services)  
 Treating Provider Instruction sheet (Student Counseling Services)

- Provider(s) name, credentials, address, fax, phone and email address (no relatives will be accepted as providers)
- Length and type of treatment
- Diagnosis
- Prognosis
- Current medications
- Recent history of success with employment and/or academics
- Assessment of ability to participate in college life, including academic, housing, social activities, etc.
- Recommended accommodations
- Recommendations regarding continued health treatment and medication

The letter from the home provider should be returned to the appropriate Health Service Director. Upon receipt of this written information, the appropriate Health Service Director (or designee) may contact the provider for follow-up. Information needed to determine whether to approve return from leave will then be forwarded to the appropriate Academic Dean and the Dean of Students. The Academic Dean will make the decision and send the student approval to return from leave, along with any other information needed for the student's return. An interview with the appropriate Health Service will be required on return to college.

**II. College-initiated Leave**

Under certain circumstances, the College may place students on College-initiated medical leave if it determines that a student poses a significant risk of harm to himself or to others, and there are no reasonable accommodations by the College that will adequately mitigate the risk. The College will make that determination consistent with state and federal disability law.

*When a student's conduct poses a threat of harm to themselves or others that cannot be adequately mitigated, they may be placed on interim leave while the College determines whether College-initiated leave is warranted.*

When a college-initiated medical leave is under consideration, the student may request to take a voluntary medical leave in lieu of the college-initiated leave. In such circumstances, the Dean of Students must determine whether to grant permission for the voluntary medical leave, based on the standards and procedures in this policy for Voluntary Medical Leave. A student may not take a voluntary leave or withdraw from the college before the resolution of student conduct violations unless the Dean of Students has granted permission. In such circumstances, the student's return to the College may be contingent upon the completion of student conduct proceedings and any discipline imposed.

The decision by the Dean of Students to place a student on College-initiated medical leave will be based on an individualized assessment of all of the pertinent factors, and may be made in consultation with the CARE Team and health professionals, as appropriate under the circumstances. This policy outlines an individualized process that the College will follow with regard to College-initiated medical leave.

**Factors to Be Considered.** The factors to be considered may vary, based on the individual circumstances of the student, but ordinarily will include: (1) the nature of the student's conduct and health condition; (2) the nature, duration and severity of the risks posed by the student's conduct and/or condition, including the risk of harm to the student or others; and (3) and whether reasonable modifications of College policies, practices or procedures will mitigate those risks. Reasonable modifications do not include changes that would fundamentally alter the academic

program or unduly burden the College's resources or staffing capabilities or, with respect to the required level of care or monitoring, that would exceed the standard of care that the College's appropriate Health Service(s) or the staff of a residential college can reasonably be expected to provide.

**Disciplinary Action.** Placement on College-initiated medical leave is not disciplinary in nature and not part of the student conduct process. However, there may be situations in which the student conduct that gave rise to College-initiated medical leave also warrants conduct action for violations of the Student Code of Conduct. In those situations, the College may pursue conduct action, consistent with the College's student conduct policies, and the student's return to the College may be contingent upon the completion of the student conduct proceedings and any sanctions imposed in those proceedings. If, during a student conduct hearing, a student introduces evidence of a mental health or behavioral disorder that poses a significant risk to self or others, the Dean of Students may initiate procedures to determine whether a College-initiated medical leave is warranted. The College may impose an interim suspension if a student engages in conduct that violates the Student Code of Conduct and there is a reasonable belief that the student poses a legitimate safety concern or is a threat to the health and/or safety of any member of the community.

**a. Procedures to initiate leave**

The Dean of Students (or designee) may initiate these procedures to determine the need for a College-initiated leave, based on an individualized assessment of the student and the case. The CARE Team will ordinarily provide the Dean of Students with an assessment of the student's behaviors, conduct, and other information relevant to the risks to the student and others. The Dean of Students (or designee) will make the final determination. The student will be provided a copy of this policy at the time these procedures are initiated.

The Dean of Students may recommend, or require, that a student be evaluated by an independent licensed mental health professional chosen by the College, in order to assist the Dean in making an informed determination of whether a College-initiated leave is warranted. If the Dean requires such an evaluation, the Dean will inform the

student in writing. The evaluation must be completed within the time frame set in the referral letter, unless the Dean of Students (or designee) grants an extension. A student who fails to complete the evaluation in accordance with these standards and procedures, and/or who fails to give permission for the evaluation results to be shared with appropriate administrators, may be subject to College-initiated leave until the Dean can obtain the proper evaluations of the student.

If leave is required, the Dean of Students will render a written decision within two business days, barring unusual circumstances, stating the rationale for their determination. The decision will be delivered to the student directly, electronically and/or by certified mail. If the determination is made that leave is warranted, the notification will include information regarding the minimum length of the leave, as well as any conditions of reinstatement. The student on leave may not participate in College activities until the first official day of the academic semester when the student is permitted to return unless given express permission by the Dean of Students, as appropriate and as outlined in the notice of College-initiated leave.

#### **b. Appeals Process**

A student subject to College-initiated leave may petition to the Dean of the College to review that determination, in accordance with the following process:

1. The student must petition the Dean of the College within three (3) business days of receipt of the decision.
2. All petitions must be in writing and delivered to the Dean of the College (or designee). The following are the only grounds for review:
  - To consider new information that was unavailable at the time of the original evaluation and that could be outcome determinative;
  - To assess whether a material deviation from written procedures affected the fairness or outcome of the decision;
  - To decide if a College-initiated leave is inappropriate based on the evidence of the nature, duration, and/or severity of the risk or threat or evidence that reasonable accommodations might

sufficiently mitigate the risk without a leave;

- To assess whether bias on the part of a College member involved in the decision-making process deprived the process of impartiality.

Except as required to explain the basis of new information unavailable at the time, the review will be limited to the record and/or all supporting documents. The review and appeal decision of the Dean of the College (or designee) is final.

#### **c. Effect of leave**

The following terms generally apply during a college-initiated leave, depending on the student's individual circumstances:

- **Incomplete courses.** When a student is unable to complete the semester for medical reasons, the transcript will show a "W" in lieu of a letter grade for each course begun that semester.
- **Financial Aid and Tuition Refund.** Students who receive financial aid need to contact the Office of Financial Aid to understand how the leave may impact their financial aid obligations. If a student is eligible for a tuition refund, it will be made in accordance with the College's tuition refund policy and schedule.
- **Tuition insurance.** Tuition insurance, for students who have it, may apply to leave, as per decision of the Tuition Insurance Company.
- **Class Registration and Housing Lottery.** The student will be eligible to pre-register for classes from home at the same time as on-campus students are pre-registering. The student will also be able to participate in the housing lottery or to apply for housing along with other returning students. The pre-registration and housing lottery process ensure that students on medical leave will not be at a disadvantage when they return, but is separate from the reinstatement process.

The deadlines for these opportunities are as follows. Fall semester: If the student intends to return for the fall semester, they must notify their Academic Dean of their intent to return before the end of the spring semester pre-registration period. Spring semester: If the student intends to return for the spring semester, they must notify their Academic Dean of their intent

to return by the end of the fall pre-registration period. If the student does not meet these deadlines, they will have to register for classes during the add/delete period after the semester begins.

- **Courses at other institutions.** Under ordinary circumstances and after consultation with the student's academic dean, the student will be allowed to take courses elsewhere during the leave. With the prior approval of the registrar and upon successful completion of those courses, they will be able to transfer the credits to Connecticut College.
- **Campus Activities.** The student on leave may not participate in College activities until the first official day of the academic semester when the student is permitted to return unless given express permission by the Dean of Students, and as outlined in the notice of medical leave. **d. Reinstatement following leave**

A student seeking reinstatement following College-initiated medical leave must petition the Dean of Students and the appropriate Academic Dean and must demonstrate that the circumstances that led to the student's leave have been satisfactorily addressed and that the student is ready to resume studies at the College. In determining whether a student should be readmitted, the College will conduct an individualized assessment of each student's circumstances.

When the student is ready to return to college, the Treating Provider Instruction sheet (below) should be given to the student's provider(s) as a guide for the letter(s) that must be submitted on the student's behalf.

- Please note that an exchange of information form (see below to select the most appropriate form) will need to be filled out for (1) the provider(s), (2) the Dean of Students, and (3) the Academic Dean for communications to occur with the College's appropriate Health Service.
- The exchange of information form(s) must then be submitted to the appropriate department (Student Health Services or Student Counseling Services).

These documents need to be sent 21 days prior to the student's anticipated return to college. If paperwork is not received within this timeframe, the student may not be permitted to return at that time.

*For student to sign to allow for communication about readiness to return to college (whichever is most applicable):*

- Signed Student Health Services Exchange of Information form or
- Signed Student Counseling Services Exchange of Information form

*For student to provide to home health provider(s) to guide letter by provider documenting student's readiness to return to college:*

Treating Provider Instruction sheet (Student Health Services)  
Treating Provider Instruction sheet (Student Counseling Services)

- Provider(s) name, credentials, address, fax, phone and email address (no relatives will be accepted as providers)
- Length and type of treatment
- Diagnosis
- Prognosis
- Current medications
- Recent history of success with employment and/or academics
- Assessment of ability to participate in college life, including academic, housing, social activities, etc.
- Recommended accommodations
- Recommendations regarding continued health treatment and medication

The letter from the home provider should be returned to the appropriate Health Service Director. The student must provide permission for any medical or mental health professional that provided relevant care to the student during his or her leave to review the circumstances leading to the leave and to engage in discussion with the College and any providers assisting the Dean in determining whether reinstatement is appropriate. Upon receipt of this written information, the appropriate Health Service Director (or designee) may contact the provider for follow-up. Appropriate information regarding the student's return will then be forwarded to the Dean of Students (or designee). Based on the information provided, the Dean of Students will make the decision about student's ability to return to campus. The Dean of Students may consult with the CARE Team or other health professional(s). The Dean of Students may condition the student's return on an agreement to engage in a health/mental

health assessment upon the student's return to the College. The Dean of Students may also decide that reinstatement is not yet warranted and advise the student to petition again at a later time.

While students who apply for reinstatement generally will be permitted to return, the decision is an individualized one and reinstatement is not guaranteed. The student will be required to have an interview with the Dean of Students or designee on return to the College.

## STUDY AWAY

Study away is an opportunity made available to qualified Connecticut College students, subject to a thorough selection process. Every applicant must apply for permission to study away from campus by completing the Study Away Application forms and meeting all deadlines. The Faculty Study Away Committee reviews applications and selects those who may apply to study away for credit abroad or elsewhere in the U.S., but approval by the committee does not guarantee final acceptance to the study away program. Review of each application is strictly confidential, and the decision arrived at by the Study Away Committee is final.

Connecticut College recognizes two types of study away programs: Study Away/Teach Away (SATA) programs and regular study away pro-grams. SATA programs are semester-long courses of study designed and led by Connecticut College faculty. These programs provide Connecticut College students with the unique opportunity to join their own professor(s) in a joint educational venture designed to enhance their knowledge and appreciation of political, economic and social systems different from their own. Students take classes with their Connecticut College professors and with faculty at the host university. Most SATA programs include round-trip international airfare and field trips designed to help students develop an appreciation for the history, culture and social customs of the country or region where they are studying. Recent SATA programs have taken place in Cuba, Italy, Mexico, Peru, South Africa, South Korea and Vietnam. For the purposes of course credit, students participating in SATA programs are considered to be in residence at Connecticut College (although participation in a SATA is taken into account if a student applies for additional study away opportunities).

A great number of institutions and organizations offer study away programs. Connecticut College has worked diligently to establish special relationships and affiliations with institutions that have programs of outstanding quality throughout the world. The Office of Study Away evaluates these programs on a regular basis with respect to academic and student service quality. Under exceptional circumstances, Connecticut College will approve students to attend programs with which the College does not have an established relationship. More information about this process may be

obtained by contacting the Office of Study Away. For the most current listing of study away programs and locations, please check the office website.

### Timing

The normal study away period is during the junior year. In extremely unusual circumstances, exceptions may be granted for students interested in studying away during the second semester of their sophomore year or the first semester of their senior year. Students desiring to study away during these time periods must demonstrate that an exception is fully justified and must have the approval of their advisers and academic deans. Requests for exceptions will be submitted to the Faculty Study Away Committee and will be reviewed in the context of the pool of all applications submitted for study away in the requested semester(s). Students entering the College as first-semester juniors are only eligible to participate in the College's Study Away Teach Away (SATA) program.

### Academic Credit

Students studying away are required to carry the equivalent of a full Connecticut College course load regardless of whether they need the credits to graduate. Students should not assume that wherever they go, a full course load will mean taking four, four-credit courses. Both grades and credits are posted on the student's permanent record and are calculated into the cumulative grade point average.

Students must submit all materials and assignments to their instructors away by the end of the last day of class and take scheduled examinations, if required. Students should keep in mind that while studying away they will not be able to take incompletes, and that if they arrive late or leave before the completion of the program, they may not receive full credit for their work. Furthermore, they should remember that they may not reduce their course load below the stated minimum unless they face extenuating circumstances (e.g., medical reasons, family emergency) and receive approval from the study away program, the study away office and Connecticut College.

Students will not receive credit for courses they take away from campus that duplicate

previously completed college-level coursework, or vice versa, and if they want to take a course under the satisfactory/unsatisfactory option, they must follow all existing Connecticut College policies regarding this option as well as those of the host institution. A credit evaluation will be completed by the Office of the Registrar upon receipt of an official transcript from the host institution.

Students must receive final approval from their advisers and, if necessary, the Committee on Academic Standing for any course work to be applied to the major, minor or General Education requirements after they return to Connecticut College. This procedure requires that students submit syllabi along with examinations and papers completed while studying away. Because the transferring of credits from a foreign institution to Connecticut College takes time, often the credits from these foreign institutions will be recorded after the recording of the home grades.

## Financial Issues

Study away operates in accordance with a budget set by the College and the Board of Trustees. The goal is to provide opportunities for as many qualified students as possible, but there are limits on the number of students who can study away in a particular semester or year. Thus, applications from students, especially first-semester juniors, who have not yet studied away will have priority over those from students who have already done so. Students should not assume that they will be approved for a second semester if they have already studied away for a semester.

Students studying away are charged the normal Connecticut College comprehensive fee, regardless of the program costs and whether or not it is run by the College (like SATA programs) or by another academic institution (see pages 176 for a discussion of the comprehensive fee). When the program is run by another institution, the College will remit payment directly to the host program pending verification of the student's enrollment.

In instances in which room and/or board are not covered by the institution directing the study away program, Connecticut College will credit the student's account accordingly. All students are responsible for paying the host program directly for application fees and deposits. The amount of the acceptance deposit will be credited to their account.

Students on payment plans may request continuation of the service while away.

Students are responsible for all costs not expressly included in the program fee, including costs for domestic or international travel, commuting, passport and visa fees, immunizations, medical fees, books, laundry, postage, telephone calls, and entertainment. The host program can provide guidance on these expenses based on averages incurred by other students.

Students may continue to use their financial aid while studying away. To ensure continued support, however, students receiving financial aid must make the necessary arrangements through Financial Aid Services upon acceptance to a study away program. Certain programs do not qualify for federal financial aid due to a shorter term of attendance than is allowed under federal financial aid regulations. Accordingly, students relying on federal financial aid may not find it possible to enroll in these programs. Further, students not qualifying for financial aid who select a program with a shorter term of attendance may jeopardize future eligibility for federal financial aid under federal regulations. Contact Financial Aid Services for a list of programs and for additional information.

## Insurance

Before studying away, students must have proof of sickness, hospital and accident insurance equal to the coverage available through Connecticut College. The policy must explicitly stipulate that coverage will be provided while away.

## Personal Conduct

While studying away, Connecticut College students are subject to the same standards of conduct and academic regulations stipulated in the Student Handbook. Students are also subject to the regulations set by the host country, host institution and the study away program. Students should keep in mind that the laws against the consumption or possession of illegal drugs are in some instances significantly stricter than in the United States and that Connecticut College can in no way assume responsibility for students caught breaking such laws.

## Returning to Campus

Students who do not plan to return from study away should notify the Dean's Office no later than the first day of the advising

period for pre- registration for entry in the upcoming semester. Notification is necessary to help the College project enrollment and space needs. The burden is on the student to make the notification.

### **Travel, Research and Immersion Program (TRIP)**

From time to time regular Connecticut College courses may be approved as Travel, Research and Immersion Program (TRIP) courses by the Study Away Committee. When a course is so designated, the following regulations apply:

1. Permission of the instructor is required.
2. The approved catalog enrollment limit may be modified.
3. The TRIP is considered to be an integral part of the course; therefore all students enrolled must agree to participate in the TRIP.

### **Summer Study**

#### **Summer Study Information/Transfer Credit Application for Current Students**

Students wishing to take courses in summer school for credit must consult with the Office of the Registrar as to the accreditation of the college or university to be attended, the relevant departments for approval of the courses to be taken, and the major adviser for the feasibility of the courses in relation to the student's total college program. A form with the required signatures must be filed with the Office of the Registrar in ample time for approval before the summer work is undertaken.

Students may make up academic deficiencies by taking approved summer courses, and the grades received in summer courses are included in the cumulative average. Students are advised not to embark on summer courses with the intention of accelerating before securing approval of their proposed plan in accordance with the conditions outlined under Academic Regulations and Degree Requirements.

Students are reminded that for courses taken at other institutions during the summer, after matriculation at Connecticut College, all grades and credits are posted to the student's Connecticut College transcript using a transfer equivalency equation.

### **Joan King Memorial Fund for Study Abroad**

French majors intending to participate in a study abroad program in France who are full-time undergraduate students in good academic standing and who have a stated financial need may apply for the Joan King Memorial Fund for Study Abroad. Qualified students should contact the Office of Study Away.

## OTHER PROGRAMS

### Three-Two Program

Qualified students may obtain both a Connecticut College baccalaureate degree and a Bachelor of Science degree in engineering or applied science from Washington University in St. Louis after five years' work - three at Connecticut College and then two at Washington University. During the three years at Connecticut College a student is expected to earn three-quarters of the credits required to earn a degree from Connecticut College and to complete all General Education requirements. A student should have a grade point average of 3.0 and a strong record in mathematics and science to apply for admission to the program.

The Connecticut College degree is not awarded until the engineering or applied science program is completed, normally five years after admission to Connecticut College. However, students are warned that credits for engineering and other technical courses taken may not count toward the requirements of the major or minor at Connecticut College.

Admission to the program does not assure financial aid.

For further details contact Mohamed Diagne, professor of physics.

### Environmental Engineering Studies Major

Environmental Engineering Studies is an interdisciplinary major that requires three years of study at Connecticut College and one year of study away coursework at Worcester Polytechnic Institute (WPI). The study away portion of the work at WPI is conducted during the junior year. Students apply to study away at WPI during the first semester of their sophomore year.

The major consists of a minimum of seventeen regular courses. Required courses for the major taught at Connecticut College may also be completed at the United States Coast Guard Academy or during the study away semesters at WPI. During the study away year at WPI, students will complete the Interactive Qualifying Project (IQP) required for the B.S. degree at WPI.

After completing the major and receiving a B.A. in Environmental Engineering Studies from Connecticut College, students are strongly encouraged to transfer to WPI for

one additional year of study, to pursue a B.S. degree in Environmental Engineering.

#### Six introductory science courses

BIO 115	CC:HUMAN MANUAL	MICRO: USER	4
CHM 103	GENERAL CHEMISTRY		5
CHM 107	ADV GENERAL CHEMISTRY		4
CHM 104	GENERAL CHEMISTRY		5
CHM 204	INORGANIC CHEMISTRY		5
ES 115	PHYSICAL GEOLOGY		4
ES 120/GEO 120	CC:LIVING ON A CHANGING PLANET		4
PHY 109	ADVANCED GENERAL PHYSICS I		4
PHY 110	ADVANCED GENERAL PHYSICS II		4

#### Three core mathematics and statistics courses

MAT 212	MULTIVARIABLE CALCULUS		4
MAT 225	ORDINARY DIFF EQUATIONS		4
STA 107	INTRODUCTION TO STATISTICS		4

#### Two Intermediate-level science courses

BIO 202	HUMAN PHYSIOLOGY		4
BIO 207	ECOLOGY		4
CHM 202	PRINCIPLES OF INORGANIC CHEM		4
CHM 214	ANALYTICAL CHEMISTRY		4
CHM 223	ORGANIC CHEMISTRY		5

*Physical Education Requirement:* Students intending to apply to transfer to WPI after receiving their B.A. at Connecticut College should be aware that the B.S. degree from WPI includes a four course physical education requirement. It may be possible to complete this requirement at Connecticut College prior to transferring.

Students will complete courses in Air and Land Environmental Systems, Environmental Management, Water Quality and Resources, and an Major Qualifying Project (MQP) during year five at WPI, in order to complete requirements for the B.S. degree from WPI. Some of this coursework may be

completed during the study away semester in the third year.

**Two core engineering courses**

CHM 307	CHEMICAL THERMODYNAMICS	4
	or	
PHY 320	THERMODYNAMICS/STATISCL MECH	4
PHY 319	CLASSICAL MECHANICS	4

or approved alternatives taken at WPI or the USCGA. Such courses may include:

*Thermofluids (two courses)*

- CHE 3501 APPLIED MATHEMATICS IN CHEMICAL ENGINEERING
  - ES 3002 MASS TRANSFER
  - ES 3004 FLUID MECHANICS
  - ES 3001 INTRODUCTION TO THERMODYNAMICS
- Mechanics and Materials (two courses)
- ES 200I INTRODUCTION TO MATERIAL SCIENCE
  - ES 2503 INTRODUCTION TO DYNAMIC SYSTEMS
  - CE 2000 ANALYTICAL MECHANICS I (OR ES 2501)
  - CE 2001 ANALYTICAL MECHANICS II (OR ES 2502)

**Four environmental engineering courses**

CHM 216/ES 216	ENVIRONMENTAL CHEMISTRY	4
ES 210/GEO 210	HYDROLOGY	4
ES 315/GEO 315	RIVER ENVIRONMENTS	4

and one elective taken at either WPI or the USCGA. Typical courses include:

- CHE 2011 CHEMICAL ENGINEERING FUNDAMENTALS
- CHE 3201 KINETICS AND REACTOR DESIGN
- CE 3059 ENVIRONMENTAL ENGINEERING
- CE 3062 HYDRAULICS IN CIVIL ENGINEERING

Advisers: C. Hammond, D. Thompson, M. Zimmer

## Single-Course Exchange Program

When approved by the appropriate official at the participating institution, full-time undergraduate students at Connecticut College may enroll in a single-course exchange program at the U.S. Coast Guard Academy, Trinity College or Wesleyan University.

Additional information about the Single-Course Exchange Program is available here:

<http://www.conncoll.edu/academics/registrar/course-registration/single-course-exchange-program/>

## GRADUATE STUDY

Connecticut College grants the Master of Arts degree in psychology.

Properly qualified candidates are admitted to graduate study following approval of the psychology department in consultation with the Academic and Administrative Procedures Committee.

All programs offered at Connecticut College are approved by both the Connecticut Office of Higher Education and the Veteran's Administration.

***Please note that the program is suspended indefinitely and that applications will not be accepted for the 2018-2019 and 2019-2020 academic years.***

### Admission Requirements

- Completed application form.
- Official transcripts from all colleges and universities previously attended.
- Three letters of recommendation (at least two of these letters should be submitted by persons best qualified evaluate the applicant's academic capabilities, e.g., undergraduate or graduate instructors or advisers).
- Graduate Record Examination General Test scores; GRE Subject Test scores are not required but may be submitted.
- Personal statement or essay.

Applicants to the program must be graduates in good standing from an accredited college or university.

For information, application materials and financial aid information, applicants should contact the Office of the Registrar. Application for admission to graduate study should be completed by Feb. 1. A non-refundable application fee of \$60 is required.

### Credits Taken Before Admission

The application of transfer credit from other institutions toward the degree is subject to the approval of the psychology department and the Academic and Administrative Procedures Committee. Courses proposed for transfer must have been earned within the last five years from the date of admission. Some courses taken elsewhere may

not be substituted for the Connecticut College required courses. All courses considered for transfer must be graduate level and have recorded grades of B or higher.

Graduate-level courses taken at Connecticut College within the last five years from the date of admission through the special day or summer programs prior to admission to master's programs may be considered for transfer into the graduate program. However, admission to a graduate program at the College does not imply acceptance of Connecticut College credits earned prior to admission. All courses considered for transfer must have recorded grades of B or higher. Under no circumstances may the number of courses accepted for transfer total more than three.

### Transfer of Credits After Admission

With the approval of the psychology department, a graduate student may petition the Academic and Administrative Procedures Committee for permission to take a course at another institution after admission to the Graduate Program in Psychology at Connecticut College. The request for permission must be received at least two months before the course is offered. Following completion of the approved course and upon receipt of an official transcript, the Academic and Administrative Procedures Committee will approve the transfer, if the recorded grade is B or higher. Under no circumstances may the total number of courses accepted for transfer before and after admission to the graduate program exceed three.

### Program of Study

The minimum number of courses required for the master's degree is 12. The program must be completed within four years from date of entry.

The minimum cumulative average for the degree is B (a cumulative grade point average of 3.0) for all work exclusive of the thesis (pass/not passed). Only courses completed at Connecticut College with grades of B- (2.7) or higher may count toward the degree. All courses considered for transfer from other institutions must have recorded grades of B or higher.

## Housing for Graduate Students

The College does not provide housing for graduate students.

## The Master of Arts Program in Psychology

The Master of Arts program in psychology offers concentrations in clinical psychology, behavioral medicine/health psychology, social/ personality psychology, and neuroscience/psychobiology, and instruction in psychopathology, social psychology, women's health, behavioral medicine, statistics, clinical assessment, stress and emotional behavior, cognitive behavior therapy, and other areas. Both clinical and research practicum sites are available. Most students complete the program in two years. While an undergraduate major in psychology is not required, students must have taken a statistics course to be considered for admission to the program.

The master's program in psychology consists of 12 graduate-level, four-credit semester courses. One course (Advanced Psychological Statistics) is required of all students. Those planning to elect the clinical practical must take Psychology 505, Seminar in Advanced Psychopathology, and Psychology 519, Advanced Clinical Psychology. The normal distribution of courses involves taking seven courses during the first year and, in the second year, three courses and the thesis, which counts as two courses. Please note that all M.A. courses, despite a separate graduate course number, are held concurrently with advanced undergraduate courses. Graduate students receive a separate syllabus with enhanced readings and requirements. There is also an additional hour-long meeting each week that is exclusively for graduate students enrolled in that course. Programs of study are developed in consultation with the academic adviser and are reported to the Academic and Administrative Procedures Committee.

## NON-TRADITIONAL PROGRAMS

Connecticut College has developed several academic programs to meet the needs of the non-traditional student. These include the Return to College Program (RTC) info and certain special student categories.

### Special Students

#### Special Student Information

Connecticut College recognizes several types of special students and, depending upon the circumstances, the application procedure will be initiated through the Office of the Registrar or the Dean of First-Year Students. For persons not already known to the College, the application procedure requires transcripts of record from the secondary school and/or the college(s) previously attended, as well as letters of recommendation. Applications and supporting credentials should be filed prior to the stated application deadline for the semester the student expects to enroll.

At the time of enrollment special students are not candidates for a degree from Connecticut College, although the credits subsequently earned may be transferred to other institutions with appropriate approval or, as a result of appropriate application to the admission office, may be included in the academic program of those who are admitted to a Connecticut College degree program. Special students are normally limited to two courses (eight credits) per semester and are not eligible for campus housing.

Space permitting, enrollment in courses will be approved in consultation with the departments and instructors concerned. Students who do not make satisfactory progress may be discouraged or denied the opportunity for further enrollment.

#### **The following persons should apply directly to the Office of the Registrar:**

1. Space permitting, and if courses are available, some students who are degree candidates at other institutions may be granted a "guest" status in order to take courses for eventual transfer to the home institution. To ensure transfer of courses, the "guest" student should procure a letter from his/her dean or registrar to indicate which Connecticut College courses will be accepted by the home school. "Guest" students who take a

full-time course load (12 or more credits) will be charged full tuition and may be considered for on-campus dormitory housing, subject to room availability. 2. When approved by the Committee on Academic Standing, some Connecticut College undergraduates may be temporarily reclassified from full-time to part-time status in order to continue studies toward the B.A. degree. The reclassification usually holds for only one semester; the degree candidate; tuition rate applies.

2. When approved by appropriate officials at the participating institution, full-time undergraduate students from the U.S. Coast Guard Academy, Trinity College and Wesleyan University may enroll for one course in the single-course exchange program between Connecticut College and the participating institution.
3. Alumni of Connecticut College may audit one undergraduate course each semester without charge if the course meets the College's definition of audit. Enrollment is contingent upon the availability of space and the consent of the instructor. Requests for tuition remission for auditing should be made to the director of human resources.
4. Tuition remission request forms should be submitted with the course registration form to the Office of the Registrar.
5. Individuals who do not fall under the preceding categories, or who already have baccalaureate degrees, may enroll for courses if the educational background is suitable. Enrollment is contingent upon the availability of space and the consent of the instructor. Faculty and staff members of Connecticut College and their dependents who qualify for tuition remission will fall under this category. Questions regarding the tuition remission policy should be directed to the Office of Human Resources.

#### **The following should apply directly to the Dean of First-Year Students:**

1. Well-qualified high school juniors and seniors may take one or two courses per semester. They must be recommended by their high school principal or guidance counselor.

## **Auditing Courses**

### **Audit Information/Forms**

As defined by Connecticut College, auditors are usually special students or alumni of the College who attend the meetings of a course but receive no credit for such attendance. Students who wish to attend certain courses may do so as auditors by securing the approval of the instructor concerned and submitting paperwork to the Office of the Registrar during the Add/Delete period. Auditors may observe laboratory or studio techniques if such observation is made during the regular hours for the course or courses concerned. (Laboratory techniques are understood to include also those practiced in art, dance and music.) Auditors do not recite, participate, present papers or quizzes; they receive no special instruction in the course audited.

- Regular undergraduates are usually not allowed to audit.
- Once the Add/Delete period has ended, auditors may not change status to that of participating members of the class.

## **FEES AND FINANCIAL AID**

Financial Aid  
Refund Policy  
Information on Satisfactory Academic  
Progress

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## GENERAL INFORMATION

The following information provides a general description of campus life and outlines basic regulations and activities for undergraduates. This information is supplemented by the Connecticut College Student Handbook.

### Residence Halls

Students are expected to live in residence at the College unless they are living with their parents, guardians, spouse or dependents within a 50-mile radius of the campus. Connecticut College places the major responsibility for residential life upon the students. Residents of each house/apartment area elect their own officers. Officers are responsible to the Student Government Association and, in cooperation with the Housefellow, Independent Living Coordinator and/or Floor Governors, to the College for maintaining high standards of group living in the houses.

All students living on-campus must have a meal plan. Only those students living in buildings with access to a kitchen will have the choice to be on a limited meal plan. All other residential locations require a full meal plan.

Students are expected to care for their own rooms. For reasons of health, sanitation, maintenance and state law, no pets may be kept in the College residence halls with the exception of fish in a tank no larger than 10 gallons.

No weapons, explosives or guns of any kind may be kept in College residence halls or anywhere on campus.

The College does not permit the use or possession of electric blankets, space heaters, immersion coils, hot plates, hot pots, candles, toasters, ovens, or any other open-flame or high-heating element. Though cooking is not allowed in student rooms, several houses have kitchen facilities where students are able to cook for themselves. Small kitchen counter-top appliances (ex. crock pots, toasters, rice cookers, etc.) that have an automatic shut-off feature engaged at all times may be used in designated kitchen spaces.

Students are issued college furniture that must remain in their rooms unless approval is given in advance by the Office of Residential Education and Living. Removal of

furniture will only be permitted on a need basis with consultation from the Health Services Office and/or the Student Accessibility Services Office.

Room keys are issued to each student upon arrival, provided that an account is paid in full. The College assumes no responsibility for the loss of personal property. For insurance of personal possessions, see the section on fees.

College personnel may enter student rooms as required for normal maintenance, health and safety checks, or emergencies. Authorized representatives of a public utility may enter student rooms only if accompanied by an appropriate College employee or by prior arrangement with the student.

The student residences are consolidated during the winter and spring recesses. Approved students may occupy their assigned rooms during the fall and Thanksgiving recesses. Students will be notified by the Office of Residential Education and Living at the beginning and end of each semester as to when they must vacate their rooms for vacation periods. Graduating seniors must vacate their rooms no later than 10:00 p.m. on Commencement day. The College dining rooms open and close in accordance with the closing of the residence halls.

***For a full description of policies associated with living on campus please refer to the Student Handbook.***

### Language House

Knowlton House is a residence with corridors or blocks of rooms for students who wish to study a culture and/or practice their language skills in Arabic, Chinese, French, German, Italian, Japanese, Russian or Spanish. (Language options vary from year to year.) Residents sponsor lectures and cultural activities at Knowlton Language House. First-year and transfer students wishing to live in Knowlton may indicate this preference on the Student Housing Form provided by the Office of Residential Education and Living.

### Specialty Housing

In addition to the previously mentioned housing options and our traditional houses,

we offer other specialty options to students.

**Common Interest Housing:** These options are open to upperclass students. The sizes range from three to twenty students depending on the interest. Students interested in this option must first present a theme idea to the office of Residential Education and Living. If the theme is approved, they are responsible for presenting programs and seminars to the campus community.

**Earth House:** Earth House offers seven upperclass students an atmosphere where they can practice sustainable living. Earth House offers a number of events each year.

**Lazrus House and Abbey House:** These houses offer upperclass students the opportunity to have a reduced meal plan, as well as the opportunity to cook for themselves. These houses are categorized as year-round housing and remaining open during the break periods.

**Quiet House:** Provides students with an environment that is conducive to a quiet, but not silent, lifestyle. Residents are expected to respect 24-hour quiet hours Monday through Sunday. Special non-quiet hours may be established by residents on weekends.

**Wellness Housing:** Wellness Housing accommodates both students who desire a substance-free environment and those looking for a wellness-oriented environment. Students wishing to live in Wellness Housing agree not to smoke, consume alcohol or use illicit drugs in the house or bring any of these substances into the house.

**Apartment Living:** Provides students with what they have called a "more real-life" experience of living with roommates in a traditional apartment setting. Residents understand that along with the privilege of living in an apartment equipped with a full kitchen, bath, furnishings and laundry facilities comes the responsibility of maintaining their own spaces. Traditionally, residents of apartments have been junior and senior students in good judicial standing. These spaces also remain open over break periods.

## Campus Safety

The Connecticut College Campus Safety Department consists of the Director and eighteen (18) full time Campus Safety Officers, which includes supervisors. Connecticut College Campus Safety Department is comprised of non-sworn officers who have no arrest powers. The department enforces

all College policies to include state and local laws. The department provides services twenty-four (24) hours a day, three hundred sixty-five (365) days a year. All officers have been trained in CPR/AED, first aid, and fire containment. In addition, all officers are required to attend in-service training annually on topics such as diversity, conflict resolution, alcohol and sexual assault awareness to name a few. Campus Safety Officers conduct vehicular, foot and bike patrol on all campus grounds, campus facilities, and residence halls with safety and crime prevention in mind. The department also employs students as Student Patrollers who assist full time officers when called upon to perform safety escort services, emergency phone checks and monitor vehicles coming on campus when the campus is closed. The residence halls have an access control system that is monitored by the Campus Safety Controller.

## Crime Awareness and Campus Security Act

The Crime Awareness and Campus Security Act of 1990 requires that the College collect, publish and distribute annually information regarding policies and procedures concerning security, criminal acts, law enforcement, awareness training and drug policy. This information is available for review and may be obtained by contacting campus safety Campus Safety. or visiting the campus safety website. The Annual Security Report and Crime Statistics are available for viewing online at <https://www.conncoll.edu/campus-life/campus-safety/clery-information-crime-statistics/>

## Student Government

The Student Government Association acts as the formal liaison between the student body and the faculty and administration. It is charged with keeping students informed on all issues affecting the College. In addition to making recommendations to the faculty and administration, it coordinates all student activities, class and club functions.

The Student Assembly is composed of the house senator of each residence hall, the four class presidents, the Council of Chairs and the Executive Board. As the legislative voice of the student body, the Student Assembly strives to present students' perspectives and opinions and works diligently to improve the academic,

residential and social climate at the College.

The Honor Council is also a component of student government. When students matriculate they pledge to adhere to the Connecticut College Honor Code. The function of the Honor Council is to maintain the Honor Code and to ensure that all students are aware of its social and academic implications, which are the foundation of student life on the campus. During Orientation, this honor system is presented to new students so that they understand the value and importance of having an Honor Code.

The Student Government Association also includes the members of the house councils, class councils, departmental advisory committees, student-faculty committees, and countless organizations that constitute the infrastructure of College community life.

## Athletics

Connecticut College is a member of the NCAA Division III and the New England Small College Athletic Conference (NESCAC). There are 28 varsity sports programs, 15 for women, 12 for men, and a coed sailing team. Sports for both genders include basketball, cross country, ice hockey, lacrosse, rowing, soccer, squash, swimming, tennis, indoor and outdoor track and field and water polo. There are women's varsity programs in field hockey, sailing, and volleyball.

The College affirms the principles of NESCAC, whose members "are committed first and foremost to academic excellence and believe that our athletic programs must always support our educational mission." It is the intent of our intercollegiate athletics program to compete at the highest level and strive for NESCAC and NCAA championships.

In addition to our varsity programs, the Department of Athletics and Physical Education supports recreation, intramural, and physical education opportunities for all students. Additionally, we provide facilities for club sports in basketball, field hockey, frisbee, ice hockey, lacrosse, rugby, soccer, tennis, and volleyball. Physical education courses include the one-credit lifetime sports golf, tennis, and squash as well as offerings in rock climbing, riding, scuba, ice skating, and fitness. Four-credit offerings include Contemporary Issues in Sport, Theory of

Coaching, Essentials of Fitness and Wellness.

The facilities for the program are extensive. The 10,000-square-foot fitness-wellness center features over 40 cardio stations and weight training space in two stories overlooking the Thames River. Other central facilities include a synthetic turf field with lights for use by field hockey, soccer and lacrosse as well as club sports; six outdoor tennis courts; a rock climbing wall; an ice arena for ice hockey and figure skating programs; an eight-lane, 37.5-meter swimming pool and diving well; three multipurpose indoor courts for indoor tennis and recreational use; two wood floor practice and competition courts for volleyball and basketball; two wood floor exercise studios for team stretching, yoga, dance, Zumba and Pilates; three international squash courts and two squash/racquetball conversion courts; an on-campus waterfront with facilities for rowing and sailing programs; and an indoor rowing tank facility complete with two double-sided tanks with eight seats and exercise equipment. Additionally, there are five natural grass fields for practice and competition.

Tryouts are open to the student body. Any student wishing to participate in any part of the program of intercollegiate sports is required to have a medical classification from the athletic training staff.

## Musical Activities

The Music Department offers musical activities to meet a variety of talents and interests. Groups include two choral groups: Chorale and "Camel Heard" (which is a select choir), Orchestra, New Music Chamber Ensemble, Jazz Ensemble, Traditional Jazz Band, Concert Band, Musical Theater Ensemble, and chamber ensembles for various instrumental groups. Membership in these ensembles is by audition. These groups are for academic credit. In addition, private instruction is available for one or two credit hours by audition in voice, all orchestral and band instruments, piano, harpsichord, organ, classical guitar, percussion, harp, jazz piano, and jazz saxophone. Recitals, master classes, and guest lectures are given by music faculty and guests. Students regularly perform in recitals at the end of each semester. In all, the Music Department sponsors more than 60 events each year.

## Religious and Spiritual Life

The central purpose of the College's Office of Religious and Spiritual Life is to provide a religious and spiritual program that is incorporated into campus life and partners, where possible, with academic programs. The Office of Religious and Spiritual Life contributes to a liberal arts education of the whole person for the integration of mind, body and spirit. The office provides safe and sacred spaces for individual spiritual development and growth. The office provides support for all members of the Connecticut College community. There are also opportunities for learning and sharing in inter-faith and ecumenical programs and events. The Office of Religious and Spiritual Life fosters awareness, knowledge and skills to become more effective and compassionate citizens in a pluralistic world. It promotes a process of discernment that gives birth to the choice of life work. It seeks to develop attitudes of healthy questioning while maintaining enduring commitment to the greater good, thereby contributing to maturity in judgment and understanding.

The Office of Religious and Spiritual Life includes a chaplaincy with several part-time college chaplains: a Roman Catholic priest, a rabbi, and a minister from the Protestant and Unitarian Universalist traditions. The chaplains minister to their own constituents and take responsibility for the care and concern of the College community. The ministry also has active student groups and fellowships.

The Zachs Hillel House at Connecticut College serves as an educational, cultural and religious facility for the Jewish community on campus. It is a space for gatherings and recreation open to the entire community. The program director of the Zachs Hillel House is a member of the staff of the Office of Religious and Spiritual Life. The Hillel director collaborates with students, faculty and staff to bring innovative events and programs that support Jewish Life and education, as well as programs that support student life at the college and in the greater Jewish community. Programs and events at Zachs Hillel House include, seminars and small classes, Torah Study, regular Shabbat Dinners, and services for the High Holy Days.

Harkness Chapel is at the heart of religious and spiritual activities on campus, hosting religious services and events as well as supporting a variety of organizational

meetings and many hours of quiet study in the chapel library. The chapel is host to a variety of musical events, concerts and programs sponsored by the music department, the College singing groups and community organizations. Weekly activities of the Office of Religious and Spiritual Life include, Roman Catholic Sunday mass celebrations, ecumenical Protestant services, a weekly Christian meditation, and the weekly Unitarian Universalist fellowship. On occasion services are offered by other religious traditions either in the chapel or in space appropriate places on campus. The Harkness Chapel is home to the Inter-national Student Center for the College. For more information please visit <http://www.conncoll.edu/religious-spiritual-life/>

## Office of Career and Professional Development/Four-Year Career Development Program

The Career Development Program at Connecticut College offers a four-year comprehensive, sustainable and developmental curriculum designed to teach students to integrate their experiences and leverage their liberal arts education. Dedicated advisers connect with all first-year students through their First Year Seminar, guide them through early stage assessment, and introduce them to identifying transferrable skills gained through coursework and out of class engagements. Throughout their four years at Connecticut College, students are advised and given direction necessary as they begin to make choices about co-curricular involvements, internships, academic curricula and life after Connecticut College. Career Advisers guide students through the process of self-assessment, facilitate goal articulation and help establish learning objectives, provide internship and job search advising, and guide students through the pre-professional and graduate school process. The office empowers internal and external partners (alumni, internship sponsors, employers, graduate programs) to foster a holistic and reciprocal community supporting a lifetime of student growth and success.

**90% of the student body** at Connecticut College regularly utilizes the services of the Office of Career and Professional Development over the course their four years.

## Funded Internship Program

Every Connecticut College student may be eligible to receive funding to support summer internships or research experiences during the summer between his or her junior and senior years. These internship opportunities provide engagement in intellectually viable and substantive activities that encourage curricular, career, academic, artistic and/or personal growth. The College Internship Program is administered and monitored by the Office of Career and Professional Development. To establish and maintain eligibility for funding, students will participate in a series of career sessions and skills-building workshops, which begin in the first year. As students meet with their Career Advisers, they will explore their interests and appropriate internship opportunities, learn how to present themselves professionally, and learn how to effectively leverage networks. Career Advisers will also assist all students, regardless of class level, with internship searches.

**Typically, 80% of a junior class** maintains eligibility for and receives funding from the College supporting an internship or research experience that they find and/or create for themselves.

## CamelLink

To enhance and conceptually integrate the advising and developmental processes associated with academic and career planning, the Office of Career and Professional Development utilizes a Career Services Management System (CSM) offered through Symplicity, *CamelLink*. Through CamelLink, students integrate their self-assessments and workshop outcomes with their academic planning by using platforms and features within the system to manage and document requirements for funded internship eligibility, as well as other academically related materials.

## CamelLink Features

- **Calendar and Events systems** that allow students to find the availability of and schedule appointments with any of their Advisers (including Career, the Academic Resource Center, the Office of Volunteers for Community Service, and the Academic Center Certificate programs), sign up for workshops and information sessions, and

be regularly informed of events of interest.

- **An Advising Notes feature**, that allows advisers, including Faculty Advisers, to record history of meetings with students and which are accessible to all advising staff as part of a College-wide team advising effort. These notes can contribute to the overall quality of a multi-pronged approach in terms of faculty, community programs, the College Internship Program job search, graduate school and fellowship advising that takes place throughout the undergraduate years.
- **A Documents library** that advisers and students can use to select and upload documents reflecting completion of the College Internship Program requirements, and their academic, internship and co-curricular experiences.
- **Profile information** that allows students to select potential career and academic interests that then allows targeted information and opportunities to be sent directly to them from the system.
- **A Resource Library** that serves as a repository for departmental resources and handouts. There is an extensive collection of career exploration and job and internship search resources that are easily accessible to all students.
- **A Jobs/Internships/Volunteer opportunities database** that gives students access to outside employers, internship sponsors and community organizations nationwide. This database is easily accessible and searchable with links to appropriate application procedures.

## Job Search Preparation

Throughout their four years at Connecticut College, students are encouraged to integrate their academic, co-curricular and work/internship experiences, and to begin the process of integrating the goal-setting and career-planning skills they are developing.

- **All students who participate in the College Internship Program** are required to complete a pre-internship packet outlining a viable action plan and their preliminary learning objectives for their funded internship, a proposal with more specific objectives once they have secured an internship and a post-internship written reflection evaluating

their overall internship experience and evaluating the tentative career goals they set prior to their internship. Career Advisers assist students as they identify a range of options for their first year after graduation and set a realistic timeline for pursuing those options. The timeline may include developing more complete targeted resumes, actively and professionally reaching out to alumni and others as mentors and for networking, identifying job search resources and strategies, polishing interview skills, finalizing graduate school or fellowship application materials, and requesting letters of recommendation from faculty.

- **Additional programming and opportunities** are available to help students strengthen public presentation skills, create a professional online presence and brand, develop budgeting skills, as well as other real life skills.

### Employment Programs

- The Office of Career and Professional Development also provides students with a variety of recruiting opportunities and alumni networking, both on and off campus. Organizations that participate in on-campus interviews come to campus to recruit underclass students for internships and seniors for full-time jobs through information sessions and interviews. In the Resume Referral Program, organizations publicize specific job openings to seniors and collect/forward resumes to their places of business. Employers then screen candidates and invite selected individuals to their organizations for interviews. The office also receives regular job and internship postings from employers and includes them in a weekly newsletter distributed to all students and posts them in Camellink, for students to search throughout the year.
- Seniors also have the opportunity to participate in off-campus recruiting or career fair consortia in conjunction with peer institutions: The Fall Recruiting Consortium and The New York Recruiting Consortium (NYRC).

### Community Partnerships

Community Partnerships works with students, staff, faculty and community partners to advance community engagement with the

Greater New London Community. Community Partnerships orchestrates resources of the College with off-campus resources in a variety of partnerships to build a more just society.

Connecticut College students engage with variety of projects, volunteer, and community learning work with local agencies and organizations in areas of education, health care, government, economics, nonprofit management, the arts, urban planning and the environment. Community Partnerships provides training, orientation, supervision and transportation support services. More than 500 students each year participate in programs and placements.

### Library and Computing Facilities

Through an innovative merger of libraries, computing and educational technologies, the Connecticut College department of Information Services provides students with an integrated and rich information, computing, and communications environment throughout the campus.

The popular Charles E. Shain Library recently underwent a \$11 million renovation, which was completed in March 2015. The facility includes a first-floor Research Commons, with open-access computing workstations located near the library reference and circulation desks, along with the Blue Camel Café, a space that is available for 24-hour study. The renovated library also includes 10 collaboration rooms for group study, along with a wide variety of seating throughout the facility. Lower-level spaces include the Technology Commons, providing an array of seating for group work; an Advanced Workstation Cluster, which provides dual-monitor screens and numerous software packages; the Digital Scholarship and Curriculum Center, offering support for digital projects and research; the Advanced Technology Lab, which includes a space for technology instruction; the state-of-the-art Diane Y. Williams '59 Visualization Wall; and the IT Service Desk, which provides an array of technical support services. Shain Library also houses two electronic classrooms.

The general library collection consists of more than 500,000 print book and bound periodical titles and approximately 12,000 VHS/DVD titles. Electronic resources in the collection include subscriptions to more than 200 research databases, the complete content of more than 13,000 journal titles,

and access to nearly 1 million e-book titles. Shain Library is also a partial federal documents repository that provides access to approximately 200,000 government documents. The library's collection is augmented through the CTW Consortium, a partnership with Trinity College and Wesleyan University that shares an online materials catalog and provides fast access to more than 2.2 million items.

The Linda Lear Center for Special Collections and Archives houses more than 21,000 volumes and 4,000 linear feet of manuscript and archival collections, including 10,000 photographic prints and 44,000 slides and negatives. The Center also holds 275 paintings and 125 fine prints. The Charles Chu Asian Art Reading Room provides a quiet reading and study space for students and faculty. The Greer Music Library in the Cummings Arts Center contains more than 11,000 books, 19,000 scores and 20,000 recordings, as well as study, computing and listening facilities.

Access to the campus network and the Internet via robust and modern wireless technology is available throughout the campus. Email, electronic books and journals, the Moodle course management system, and academic courseware are available both on and off campus. The Connecticut College Information Services website offers access to many academic resources, such as scholarly journals, research databases and college publications. Students are allowed personal Web space on Google Apps for Education Google sites. They can also utilize a supported WordPress platform to create a website, blog or academic portfolio. The Connecticut College IS website is [www.conncoll.edu/information-services](http://www.conncoll.edu/information-services).

Students are strongly encouraged to bring a recent laptop computer to campus for personal and academic use. Apple Macintosh and Windows computers are both supported on campus, and the College maintains agreements with several vendors for educational discounts. Additionally, there are more than 300 Apple Macintosh and Windows-based computers in public and discipline-specific clusters located around the campus. Laser printers, scanners, and general application and instructional software are available for student and instructional use in many of these locations. These facilities, as well as the Digital Scholarship & Curriculum Center and the Advanced Technology Laboratory in Shain Library, and the

Ammerman Center for Arts & Technology, enable students to work together on technology-related projects. Faculty and staff can also use these facilities to create multimedia resources and to conduct scholarship using new technologies. The College integrates technology into foreign language instruction in several facilities, including the Walter Commons for Global Study and Engagement, located in the Blaustein Humanities Center, as well as the Davis and PC electronic classrooms in Shain Library.

Students may request voicemail accounts and local and long-distance telephone service in residence hall rooms. The College provides in each room a robust selection of cable TV channels, in regular and high-definition, including premium channels.

The Connecticut College high-speed Internet connection provides sufficient bandwidth to allow students, faculty and staff to communicate with educational, research and commercial organizations around the world.

## Roth Writing Center

The Roth Writing Center, located in 214 Blaustein, provides free one-to-one peer tutoring to help writers of all abilities during all stages of the writing process. The Center is staffed by more than two dozen undergraduate consultants from a variety of majors who are specially trained to assist students with writing projects. The goal of the Writing Center is to develop not only a student's writing abilities, but also his or her ability to think critically and make cogent arguments. Call 860-439-2173 to make an appointment, or just drop by the Center, **or schedule your appointment online using Camel/Link.**

## Student Health Services

Student Health Services (SHS) at Connecticut College is available to all enrolled students for routine primary care that includes evaluation of illnesses and emergencies, preventative care including health screenings, contraceptive care, travel immunizations and health education. All students are eligible to use the facility and are required to have a completed Connecticut College Health History Form on file with Student Health Services. Appointments are available Monday through Friday, with a nurse practitioner or a doctor. Only physician visits incur a fee, which is billed to the Connecticut College

Student Health Insurance Plan (SHIP) or to the student's bursar account with an invoice coded for submission to private insurance (available on our Student Health Service's Web Portal).

Routine prescriptions and over-the-counter medications are generally available at SHS and may include an "at cost" fee. Prescription medications not available at SHS may be ordered from a nearby pharmacy and are delivered to SHS each weekday afternoon when open. Laboratory services are provided during normal business hours. Medicines, specific lab tests and medical supplies will be billed to the student's College account or to the SHIP.

Lawrence + Memorial Hospital/Yale New Haven Health, in New London, and Backus Hospital, in Norwich, are nearby in case of emergency or if a student requires hospitalization. Specialists in private practice are also available in the New London area if a student needs further consultation or treatment outside the scope of SHS. If the student or family indicates a preference for a particular doctor or hospital, every effort will be made to accommodate those preferences. All services and information contained in a student's medical record are confidential and will not be released without the student's written permission.

All students will be automatically enrolled in the Student Health Insurance Plan offered through the College. If a student has a private plan that is comparable to the plan offered by the College, the student may waive out via an online process. More information is available on our website at <http://www.conncoll.edu/campus-life/student-health-services/>.

## Student Counseling Services

Student Counseling Services (SCS) at Connecticut College is located in the Warnshuis Health Center. The mission of Student Counseling Services is to promote the emotional and psychological growth and wellbeing of the students at Connecticut College. The goal of Student Counseling Services is to enhance each individual's ability to learn, to create and to be fully participating members of the College community by utilizing safe, culturally sensitive and inclusive approaches to mental health treatment.

To carry out this mission, Student Counseling Services makes available to students a wide range of outpatient clinical services in a safe, nonjudgmental atmosphere. The following services are provided:

- Psychological evaluation
- Individual and group counseling
- Medication evaluation and medication management
- Crisis intervention services
- Outreach and consultation to the college community
- Psycho-educational forums
- Referral to off-campus clinicians for specialized and/or intensive treatment

There is a short-term model of treatment provided at Student Counseling Services. The counseling sessions are provided to students at no fee, although there is a fee to see the psychiatrist for medication evaluations and medication management. Student Counseling Services provides mental health outreach, education and prevention to the College community to promote wellness and to encourage a community of care. While the counseling staff does work collaboratively with other College office and services, it also adheres to strict professional and ethical guidelines in regard to issues of confidentiality.

Students who wish to be seen off campus or who require specialized or more intensive treatment than the Student Counseling Service can provide are referred to community providers.

## Student Accessibility Services

The Office of Student Accessibility Services was established to ensure equal access to educational activities for students with disabilities as required by federal law. The office is open during the academic year to work with students, faculty and staff. The office determines reasonable disability accommodations and coordinates necessary on-campus services. Students are responsible for initiating the process of disability registration, providing supportive documentation and requesting specific accommodations in a timely manner.

Information provided to Student Accessibility Services is regarded as confidential and will only be shared with college officials with legitimate

educational interests and/or as required by law.

More detailed information is available at <http://www.conncoll.edu/campus-life/student-accessibility-services/>

## Medical Excuse Policy

Student Health Services does not provide students with notes to take to their faculty confirming medical treatment. Developmental and privacy issues and the philosophy of the honor code inform this policy. Students are responsible for providing faculty the grounds for the absences, and for conforming to the attendance requirements of particular courses. Students, like the rest of us, are protected from having medical information released without their permission. At the time of treatment, students are encouraged to email their professors regarding their absence and "CC" us in the note. That allows us to confirm the visit and speak to faculty if requested. The paperwork requirements of contemporary health care and the FERPA / HIPPA privacy act are a significant impediment to our ability to produce written excuse notes for students.

## Leave Policies

Leave policies can be found under Academic Affairs (p. 25).

## Student Right-to-Know

In compliance with the Student Right-to-Know and Campus Security Act, the following statistics show the graduation rate for the Class of 2017.

Original Undergraduate Class of 2017:

- Number of Students who entered in Fall 2013: **489**
- Number of Students who graduated in May 2016: **4**
- Number of Students who graduated in May 2017: **390**
- Number of Students who graduated in May 2018: **9**
- Number of Students who graduated in May 2019: **3**

All students have a right to know campus crime statistics. Currently enrolled students who want to obtain information on campus crime statistics will find them on the campus safety website. <https://www.conncoll.edu/campus-life/campus->

safety/ They are also available in a pamphlet at the campus safety office.

Campus safety statistics may be obtained by writing the Director of Campus Safety, Connecticut College, 270 Mohegan Ave., New London, CT 06320-4196.

## Regulations

### Campus Parking

All student motor vehicles must be registered annually with the College and display a valid decal. Students are authorized to register only one vehicle at any one time; vehicles must be owned or leased by themselves, parents, legal guardians or spouse. Dates for the issuance of student decals will be posted. Minimum Documentation required is a valid registration, driver's license and College ID card. First-year students are not allowed to have cars on campus. To register your vehicle, please visit the Camel Card Office located in the College Center at Crozier-Williams. Additional Parking Policies can be located online at <https://www.conncoll.edu/campus-life/campus-safety/parking-policies/>

All people who bring vehicles to Connecticut College are advised that, while the College will make every effort to provide security, the College does not assume responsibility for vandalism or theft involving such vehicles.

### Age of Majority

The age of majority in Connecticut is 18. Unless otherwise notified, the College will, however, continue to send parents or guardians major bills owed to the College. Grade reports are available to students online.

### Alcohol

Federal, state and/or local laws govern the use, possession and distribution of alcoholic beverages. Students under the age of 21 may not possess or consume alcoholic beverages. Persons who are legally able to consume alcohol should understand that it is a violation of College policy and Connecticut state law to provide alcohol to persons under the legal age for alcohol consumption. Please consult the Student Handbook for the current policies regarding Alcohol and Social Functions/Private Parties

at Connecticut College. Connecticut Statute is available for view online at <http://www.jud.state.ct.us/lawlib/law/liquor.htm>

### **Drugs**

The College's drug policies are informed by federal, state, and local laws. The use, possession, or sale of illicit drugs or drug-related paraphernalia as defined by Connecticut State Law is strictly prohibited on Connecticut College campus property. The misuse and distribution of prescription drugs is a violation of campus policy. Prescribed medical marijuana is not permitted on campus by the federal Drug Free Schools and Communities Act. Students are responsible for securing their own prescription medication. The College reserves the right to notify the appropriate law enforcement agency regarding illegal drug activity. Please consult the Student Handbook for the current illicit drug policy. Connecticut Statute is available for view online at <http://www.jud.state.ct.us/lawlib/law/drugs.htm>

### **Veteran's Affairs**

The College has been approved by the state approving agency for the training of VA students. The Office of the Registrar is the on-campus certification office.

# TRUSTEES, FACULTY, AND ADMINISTRATION

## Board of Trustees

<http://www.conncoll.edu/at-a-glance/honor-code-shared-governance/board-of-trustees/>

## Faculty

<https://www.conncoll.edu/directories/faculty-profiles>

## Administration

<http://www.conncoll.edu/at-a-glance/office-of-the-president/college-leadership/>

## **ALUMNI ASSOCIATION**

<https://www.conncoll.edu/alumni/alumni-association/board-of-directors/>



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