



Sam Houston  
State University



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Glossary

Undergraduate  
Catalog 2014-2016

Classes that have reached the designated maximum enrollment capacity or are not available for on-line registration.

#### **Commencement**

An event during which degrees are awarded to graduating students. SHSU holds commencement ceremonies every May, August, and December.

#### **Concurrent Enrollment**

Enrollment in courses at two institutions during the same semester.

#### **Core Curriculum**

The curriculum in liberal arts, humanities, sciences, and political, social, and cultural history that all undergraduate students of an institution of higher education are required to complete as part of an undergraduate academic degree program. Also referred to as the general education component.

#### **Course Equivalency Guide**

A table listing courses from a specific institution and the corresponding courses at SHSU that are considered to have the same content. The course equivalency guide is used to identify courses that may transfer to SHSU.

#### **Course Numbers**

A numeric code signifying the anticipated academic level and the credit hour value of a course. At SHSU, course numbers consist of four digits. The first digit in the sequence indicates the course level and suggests the academic year in which the course is typically taken. Lower-level undergraduate courses have a "1" or "2" in the first digit; upper-level undergraduate courses have a "3" or "4" in the first digit; and graduate courses have a "5" or higher in the first digit. The second digit in the sequence indicates the number of semester credit hours.

#### **Course Prefix**

Abbreviation identifying the academic discipline of a course (e.g., ACCT signifies Accounting, CRIJ signifies Criminal Justice, and BIOL signifies Biology).

#### **Credit by Examination**

An award of academic credit and placement based on examination scores.

#### **Credit Hour (also called Semester Credit Hour)**

A unit of measure attached to academic courses, usually reflecting the number of lecture hours per week a course meets in a fall or spring semester.

#### **Curriculum**

A combination of courses that compose a particular area of study.

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#### **Dean**

The highest ranking academic official in a college (e.g., College of Education).

#### **Declaration of Major/Minor Form**

The form submitted by an undergraduate student to officially declare a major and/or minor. The form is submitted to the departmental chair of the department housing the student's declared major.

#### **Degree**

An academic credential awarded upon the completion of a specific area of study. Universities offer baccalaureate degrees at the undergraduate level and master's and doctoral degrees at the graduate level.

#### **Degree Plan**

A specific list of academic requirements that must be completed to earn a degree.

#### **Departmental Chair**

An individual responsible for the administrative functions of an academic department. The functions include, but are not limited to, coordination of curriculum planning, faculty course assignments, and evaluation of faculty performance.

#### **Developmental Courses**

Courses designed to help student achieve the minimum standards set by the Texas Success Initiative (TSI). Developmental courses are listed with either a "031" or "032" course number and **do not** count toward the