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## ◀ WHAT'S NEW FOR SUMMER TERM 2010 ▶

### *RECOMMENDED PATHS*

Students can utilize recommended paths as an advising tool to aid in the scheduling process each semester. The recommended path outlines the courses needed each term in order for a student to successfully complete their degree in the suggested number of semesters.

In order to access a degree path for any curriculum, students can visit <http://cats.lsu.edu/degreepath>. Following the on-screen prompts, students will be able to view degree paths for various curricula in different catalog years.

### *HOLDS SCREEN*

Students can now view holds that may be on their account by selecting the “Student Holds” link under the “Registration Services” tab on their PAWS desktop. This new screen is a major step forward in providing students with the necessary information to understand why they may not be permitted to schedule and/or register.

# **SPECIAL NOTES FOR ALL STUDENTS**

## **VIEWING FEE BILLS ON LINE AND PAYING FEES VIA AN ON-LINE CHECK/BANKDRAFT AND CREDIT CARD**

*Up-to-the minute fee bill information is available through PAWS. Students will find the fee bill link under "Registration Services" on their PAWS Desktop. This application also provides students with the ability to pay their fees using an on-line check/bankdraft or a credit card.*

## **STUDENTS MUST COMPLETE REGISTRATION**

***All students** must complete registration even when their balances due are zero because their fees are paid by scholarships, sponsors, fellowships, student aid, payroll deduction, employee exemption, etc. You have four options to complete registration.*

- *Use PAWS to pay the amount due using an on-line check/bankdraft.*
  - *Use PAWS to pay the amount due using a credit card.*
- *Use PAWS to indicate you are registering if you have a zero balance.*
- *Submit your remittance form to the Office of Bursar Operations by mail or in person.*

## **THE REGISTRATION SCHEDULE OF CLASSES BOOKLET IS ON THE INTERNET**

*The complete schedule booklet can be found through the University Registrar's Homepage on the INTERNET. It can be located by accessing the LSU Homepage at WWW.LSU.EDU and making the following selections.*

- *Students*
  - *University Registrar (under the "Administrative" heading)*
    - *LSU Schedule of Classes*

*The course offering section of the booklet is available through a link on the University Registrar's Homepage or through your PAWS account. The list of classes offered is updated nightly. The number of available spaces and full, held and canceled sections are noted in the list. For information to obtain a PAWS account call 225/334-2775.*

## SUMMER TERM 2010 ACADEMIC CALENDAR

SUMMER TERM SCHEDULE	SESSION A JUNE 7 - JULY 26	SESSION B JUNE 7 – JULY 9	ADDITIONAL DEADLINES FOR GRADUATE STUDENTS
International Student Orientation	May 31	May 31	
Freshman & Transfer Orientation	June 1-3	June 1-3	
Classes begin	June 7	June 7	
Final date for dropping courses without receiving a grade of "W."	June 9	June 9	
Final date for adding courses for credit and making section changes.	June 10	June 10	
Final date of "degree only" registration			June 10
Final date for submitting to Graduate School: <ul style="list-style-type: none"> <li>● applications for degrees to be awarded at the conclusion of the summer term</li> <li>● requests for final examinations for degrees to be awarded at the end of the summer term</li> <li>● general examination reports for the doctorate to be awarded in the fall</li> </ul>			June 11
Midterm examination period begins	June 28		
Midterm examination period ends	June 30		
Independence Day holiday	July 5	July 5	
Classes resume, 7:30 a.m.	July 6	July 6	
Midterm grades due in the Office of the University Registrar, 9:00 a.m.	July 9		
Final date for submitting to Graduate School committee examination reports and approved theses and dissertations including Graduate School corrections (noon deadline)			July 9
Final date for resigning and/or dropping courses.	July 13	June 29	
Classes end	July 26	July 9	
Concentrated Study Day	July 27		
Final examination period begins	July 28	July 10	
Final examination period ends	July 29		
Final grades due, 9:00a.m. ( <b>degree candidates</b> )	August 3	July 14	
Final grades due, 9:00a.m. ( <b>non-degree candidates</b> )	August 4	July 14	
Commencement	August 6	August 6	

**Note: Midterm grades are not reported for Session B**

## SUMMER TERM 2010 REGISTRATION CALENDAR

(NOTE: The registration system is not available from 5:00 p.m., Saturday until noon, Sunday)

Oct 25	Sun	<ul style="list-style-type: none"><li>• Advance scheduling of courses begins at 5:00 p.m. <b>See page 16 for explanation of priorities.</b></li><li>• PH1A Priority is for Graduate students, graduating seniors and other selected students.</li></ul>
Oct 27	Tue	<ul style="list-style-type: none"><li>• PH1B priority begins at 5:00 p.m., for students with 123 hours.</li></ul>
Oct 28	Wed	<ul style="list-style-type: none"><li>• PH1C priority begins at 5:00 p.m., for students with 105 hours.</li></ul>
Oct 29	Thu	<ul style="list-style-type: none"><li>• PH1D priority begins at 5:00 p.m., for students with 95 hours.</li></ul>
Oct 30	Fri	<ul style="list-style-type: none"><li>• PH1E priority begins at 5:00 p.m., for students with 86 hours.</li></ul>
Nov 1	Sun	<ul style="list-style-type: none"><li>• PH1F priority begins at 5:00 p.m., for students with 79 hours.</li></ul>
Nov 2	Mon	<ul style="list-style-type: none"><li>• PH1G priority begins at 5:00 p.m., for students with 72 hours.</li></ul>
Nov 3	Tue	<ul style="list-style-type: none"><li>• PH1H priority begins at 5:00 p.m., for students with 63 hours.</li></ul>
Nov 4	Wed	<ul style="list-style-type: none"><li>• PH1I priority begins at 5:00 p.m., for students with 54 hours.</li></ul>
Nov 5	Thu	<ul style="list-style-type: none"><li>• PH1J priority begins at 5:00 p.m., for students with 47 hours.</li></ul>
Nov 6	Fri	<ul style="list-style-type: none"><li>• PH1K priority begins at 5:00 p.m., for students with 42 hours.</li></ul>
Nov 8	Sun	<ul style="list-style-type: none"><li>• PH1M priority begins at 5:00 p.m., for students with 29 hours.</li></ul>
Nov 9	Mon	<ul style="list-style-type: none"><li>• PH1N priority begins at 5:00 p.m., for students with 20 hours.</li></ul>
Nov 10	Tue	<ul style="list-style-type: none"><li>• PH1O priority begins at 5:00 p.m., for students with 16 hours.</li></ul>
Nov 11	Wed	<ul style="list-style-type: none"><li>• PH1P priority begins at 5:00 p.m., for students with 15 hours.</li></ul>
Nov 12	Thu	<ul style="list-style-type: none"><li>• PH1Q priority begins at 5:00 p.m., for students with fewer than 15 hours.</li></ul>
Nov 13	Fri	<ul style="list-style-type: none"><li>• PH1R priority begins at 5:00 p.m., for transfer students, re-entry undergraduate students, and current semester undergraduate degree candidates.</li></ul>
Apr 26	Mon	<ul style="list-style-type: none"><li>• PAWS is closed at 7:00 p.m. <b>Continuing students must schedule classes by this date</b> or they will need to register late <u>and</u> will be assessed the <b>\$75</b> late registration service charge.</li></ul>

# SUMMER 2010 REGISTRATION CALENDAR

(continued)

May 5	Wed	<ul style="list-style-type: none"><li>● On-line fee bills are available via PAWS.</li><li>● Billed students may drop <b>and</b> add courses via PAWS but must contact the appropriate office(s) to change additional services.</li><li>● PAWS is open to all students at 7:00 a.m.</li></ul>
May 20	Thu	<ul style="list-style-type: none"><li>● <b><u>PAYMENT DEADLINE</u></b>. Mailed payments must be <b><u>RECEIVED</u></b> (not postmarked) this date.</li></ul>
May 28	Fri	<ul style="list-style-type: none"><li>● PAWS is closed at 4:30 p.m.</li></ul>
May 29	Sat	<ul style="list-style-type: none"><li>● The <b>first</b> no-pay purge of courses is run.</li></ul>
May 31 - Jun 3	Mon-Thu	<ul style="list-style-type: none"><li>● PAWS is open <u>only</u> to non-registered students until 4:30 p.m.</li></ul>
Jun 3	Thu	<ul style="list-style-type: none"><li>● PAWS is open to all students at 4:30 p.m.</li></ul>
Jun 4	Fri	<ul style="list-style-type: none"><li>● PAWS is closed to all students at 4:30 p.m. for system work.</li><li>● This marks the final date to receive a 100% refund of University fees for Session A and B courses.</li></ul>
Jun 5	Sat	<ul style="list-style-type: none"><li>● The <b>second</b> no-pay purge of courses is run.</li></ul>
Jun 7	Mon	<ul style="list-style-type: none"><li>● Classes begin, both sessions</li><li>● The add period begins.</li><li>● PAWS is open to all students at 7:00 a.m.</li></ul>
Jun 8	Tue	<ul style="list-style-type: none"><li>● This marks the final day for students to be moved off of waitlists and into courses.</li></ul>
Jun 9	Wed	<ul style="list-style-type: none"><li>● The deadline for dropping courses without receiving a grade of "W" at midnight.</li><li>● This marks the final date to receive a 90% refund of University fees for Session A and B courses.</li></ul>
Jun 10	Thu	<ul style="list-style-type: none"><li>● The add period ends at 4:30 p.m.</li><li>● PAWS is closed to all students at 4:30 p.m. for system work.</li><li>● This marks the final date for changes from regular to pass/fail grading.</li><li>● This marks the final date to transfer from CFY to a senior college or from one senior college to another.</li><li>● The <b>third</b> no-pay purge of courses is run.</li></ul>
Jun 11	Fri	<ul style="list-style-type: none"><li>● PAWS is open at 10:00 a.m. only for dropping courses.</li></ul>
Jun 15	Tue	<ul style="list-style-type: none"><li>● This marks the final date to receive a 50% refund of Session B University fees.</li></ul>
Jun 22	Tue	<ul style="list-style-type: none"><li>● This marks the final date to receive a 50% refund of Session A University fees.</li></ul>
June 29	Wed	<ul style="list-style-type: none"><li>● This is the final date to drop Session B courses.</li></ul>
Jul 13	Tue	<ul style="list-style-type: none"><li>● This is the final date to drop Session A courses.</li><li>● PAWS is closed at 12:00 midnight for dropping Session A courses.</li><li>● This is the final date for students to resolve final exam schedule problems.</li></ul>
Jul 23	Fri	<ul style="list-style-type: none"><li>● This is the final date to receive full credit for the diploma fee.</li></ul>

# FINAL EXAMINATION SCHEDULE

## 2010 SUMMER TERM - SESSION A

REGULAR CLASSES			
SCHEDULED CLASS PERIOD	CLASSES	EXAM DATE	EXAM TIME
7:30 - 8:30	CLASSES	W July 28	7:00 - 9:00 PM
8:40 - 9:40	CLASSES	W July 28	4:00 - 6:00 PM
9:50 - 10:50	CLASSES	Th July 29	1:30 - 3:30 PM
11:00 - 12:00	CLASSES	Th July 29	4:00 - 6:00 PM
12:10 - 1:10	CLASSES	Th July 29	7:00 - 9:00 PM
1:20 - 2:20	CLASSES	Th July 29	10:00 - NOON
2:30 - 3:30	CLASSES	W July 28	7:30 - 9:30 AM
3:30 - 4:30	CLASSES	W July 28	1:30 - 3:30 PM

GROUP EXAMINATIONS			
COURSE	COURSE NUMBER	EXAM DATE	EXAM TIME
ENGLISH	1001 1002	W July 28	10:00 - NOON
	1004 1005		
SPANISH	1101 1102	Th July 29	7:30 - 9:30 AM
	2101 2102		

### ***SPECIAL INSTRUCTIONS FOR FINAL EXAMINATIONS AND REPORTING OF GRADES***

All regular classes will be discontinued after 10:00 p.m., Monday, July 26. University regulations require that final examinations be held. Where final examinations are inappropriate because of the nature of the course, exceptions to this requirement may be made upon approval of the appropriate department head, dean, or director, and the Office of Academic Affairs. **NO MEMBER OF THE FACULTY IS AUTHORIZED TO WAIVE FINAL EXAMINATIONS EXCEPT WITH APPROVAL AS PRESCRIBED.** Classes not included in this schedule are considered irregular and the dates of their examination shall be fixed by the instructor concerned, subject to the provision that they be held no earlier than 7:30 a.m., Wednesday, July 28 and that they not conflict with this schedule. Except for night classes, classes which meet for two or more hours on the same day shall be examined at the time assigned for the first hour at which they meet. A laboratory class is to be examined on laboratory material at its last regularly scheduled period. Final examinations for Saturday classes will be given at their regularly scheduled class times on the Saturday of exam week. Classroom availability for Saturday exams must be cleared through the Office of the University Registrar. Final examinations in courses offered at night through the Evening School are to be given at the times shown for evening classes, regardless of any group exam times listed. However, if an Evening School class time is not listed on this exam schedule, instructors should clear classroom availability through the Office of the University Registrar.

Students having three or more final examinations in a **24 hour period** may request permission to take no more than two examinations on the day concerned. Requests for special arrangements will be considered only when the three or more examinations cover **more** than seven (7) hours of credit work. These requests should be made to the dean or director at the college or school in which the student is registered. The dean or director is authorized to determine which of the examinations is to be taken at a time other than originally scheduled; that decision is final. A student scheduled for examination in two subjects at the same group examination period shall report for examination in the class listed first in the above schedule; the instructor of the other class shall arrange a special examination for the student. In case of a conflict between a group examination and an examination in a class for which a group examination is not scheduled, the instructor of the class having the group examination shall arrange a special examination. So that instructors concerned may have adequate notice for rescheduling examinations, **students with schedule problems must have all arrangements completed by 4:30 on Tuesday, July 13.** Instructors will make no changes in the examination schedule without the permission of the department head and the dean of the college.

### **DEGREE CANDIDATES**

Grades for degree candidates must be filed in the Office of the University Registrar no later than 9:00 a.m., Tuesday, August 3. **GRADES FOR ALL NON-GRADUATING STUDENTS ARE TO BE FILED AS SOON AS AVAILABLE, BUT NOT LATER THAN 9:00 A.M., WEDNESDAY, AUGUST 4.** It is the responsibility of the department head to see that instructors meet the deadline for submitting all grades.

**Tuesday, July 27 has been set aside as a concentrated study day.** During this time, no extracurricular student activities, such as social or athletic events, will be held on- or off-campus, and there shall be no required major examination in academic courses. An exception policy is that laboratory courses may be examined on laboratory material.

**REVIEW SESSIONS MAY NOT BE HELD DURING THE PERIOD OF FINAL EXAMINATION BECAUSE OF THE CONFLICTS WITH SCHEDULED EXAMINATIONS.**

**WORKSHOPS, SEMINARS, AND CONFERENCES CANNOT BE SCHEDULED IN CLASSROOMS CONTROLLED BY THE OFFICE OF THE UNIVERSITY REGISTRAR DURING THE FINAL EXAMINATION PERIOD. THE AUDITORIUMS AND LARGE CLASSROOMS ARE ALL ASSIGNED FOR EXAMINATIONS AND ARE NOT AVAILABLE FOR OTHER OUTSIDE ACTIVITIES.**

**CONTACT THE FACILITY SERVICE CUSTOMER SERVICE DESK - 578-3186 - IF BUILDING/ROOMS ARE NOT OPEN WHEN REQUIRED.**

# FINAL EXAMINATION SCHEDULE

## 2010 SUMMER TERM - SESSION B

REGULAR CLASSES		
SCHEDULED CLASS PERIOD	EXAM DATE	EXAM TIME
7:30 CLASSES	Saturday, July 10	7:30 - 9:30 AM
9:10 CLASSES		10:00 - NOON
11:00 CLASSES		12:30 - 2:30 PM
12:40 CLASSES		3:00 - 5:00 PM
2:20 CLASSES		5:30 - 7:30 PM
4:00 CLASSES		8:00 - 10:00 PM

### ***SPECIAL INSTRUCTIONS FOR FINAL EXAMINATIONS AND REPORTING OF GRADES***

University regulations require that final examinations be held. Where final examinations are inappropriate because of the nature of the course, exceptions to this requirement may be made upon approval of the appropriate department head, dean, or director, and the Office of Academic Affairs. **NO MEMBER OF THE FACULTY IS AUTHORIZED TO WAIVE FINAL EXAMINATIONS EXCEPT WITH APPROVAL AS PRESCRIBED.** Classes not included in this schedule are considered irregular and the dates of their examination shall be fixed by the instructor concerned. Classes which meet for two or more hours on the same day shall be examined at the time assigned for the first hour at which they meet. A laboratory class is to be examined on laboratory material at its last regularly schedule period.

### **DEGREE CANDIDATES**

Grades for degree candidates must be filed in the Office of the University Registrar no later than 9:00 a.m., Tuesday, July 14. GRADES FOR ALL NON-GRADUATING STUDENTS ARE TO BE FILED AS SOON AS AVAILABLE, BUT NOT LATER THAN 9:00 A.M., WEDNESDAY, AUGUST 4. It is the responsibility of the department head to see that instructors meet the deadline for submitting all grades.

**REVIEW SESSIONS MAY NOT BE HELD DURING THE PERIOD OF FINAL EXAMINATION BECAUSE OF THE CONFLICTS WITH SCHEDULED EXAMINATIONS.**

**WORKSHOPS, SEMINARS, AND CONFERENCES CANNOT BE SCHEDULED IN CLASSROOMS CONTROLLED BY THE OFFICE OF THE UNIVERSITY REGISTRAR DURING THE FINAL EXAMINATION PERIOD. THE AUDITORIUMS AND LARGE CLASSROOMS ARE ALL ASSIGNED FOR EXAMINATIONS AND ARE NOT AVAILABLE FOR OTHER OUTSIDE ACTIVITIES.**

**CONTACT THE FACILITY SERVICE CUSTOMER SERVICE DESK - 578-3186 - IF BUILDING/ROOMS ARE NOT OPEN WHEN REQUIRED.**

## ADDITIONAL SERVICE SELECTIONS

### LSU DINING (prices subject to change)

Summer 20 Meal Plan		\$249	01019
Summer 40 Meal Plan		\$354	01021
Sixty Block Meal Plan		\$513	01010
Ninety Block Meal Plan		\$663	01011
Paw Points Only		\$370	01017

### PARKING

Commuter/Resident	Zone 1	(see page 32 for details)	\$50	02001
Family Resident (1 permit)	Zone 1	(see page 32 for details)	\$50	02001
Family Resident (2 permits)	Zone 1	(see page 32 for details)	\$74	02004
Greek	Zone 2	(see page 32 for details)	\$50	02001
Resident	Zone 3	(see page 32 for details)	\$50	02001
Law	Zone 4	(see page 32 for details)	\$50	02001
Motorcycle		(see page 33 for details)	\$24	02002
Medical	Zone M	(see page 33 for details)	\$50	02001

### STUDENT HEALTH INSURANCE

Basic Plan	(see page 33 for details)	\$230	05001
Standard Plan	(see page 33 for details)	\$246	05002
Enhanced Plan	(see page 33 for details)	\$283	05003
Vision Plan		\$24	10001
Dental Plan		\$54	11001

### STUDENT HEALTH CENTER

Student Health Center (part-time students)	(see page 35 for details)	\$85	06001
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### LSU MUSEUMS

Student Memberships	(see page 35 for details)	\$15	LSU MUESEUMS
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### UNIVERSITY RECREATION

University Recreation (part-time students)	(see page 35 for details)	\$31	04001
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### TigerCASH

TigerCASH Debit Card	(see page 36 for details)	n/a	03001
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# WHAT DO I DO IF...

## *(The most commonly asked questions)*

***My on-line fee bill is not available or I lose my letter in lieu of a bill?*** E-mail (bursar@lsu.edu), call the Office of Bursar Operations (225/578-3357) immediately, or come to the Office of Bursar Operations, 125 Thomas Boyd Hall.

***My fee bill does not include my student aid or scholarship?*** Contact the Office of Student Aid and Scholarships (225/578-3103) immediately. If your aid/scholarship has not been awarded and accepted by the time bills are due, you must pay the amount due as shown on the bill. Even if your aid/scholarship may be forthcoming, you need to pay what is owed by the due date, or your classes will be purged and you will be assessed the **\$75** service charge to register later.

***My fee bill indicates that I am a part-time student and I must be full time to receive my student aid or scholarship?*** Contact your dean's office. Personnel in your dean's office can, on an exception basis, add courses to schedules before students return their remittance forms. If courses are added to your schedule, use PAWS, obtain your new account balance, and pay that amount.

***I am a graduate assistant, and the non-resident fee appears on my fee bill?*** Contact your department and make sure that you have been appointed for the upcoming semester/term. If you have been appointed, contact the Graduate School (225/578-1676) and make sure staff in that office have flagged you as a resident in the Advance Billing System.

***After my fee bill is available, I decide that I want to defer paying part of my fees?*** Even though your fee bill has been published on-line, you can still defer half of the current charges for the upcoming semester/ term (not prior semester's balance.) Use PAWS to select the payment option function to defer half of your current charges. Obtain your new account balance, and pay that amount.

***I resolve the problem with my fee bill, and now I owe less than the original bill or have a zero balance?*** Use PAWS to obtain your new account balance, and pay that amount.

***My fee bill indicates that I owe a prior semester's balance?*** A prior semester balance is debt from a previous semester/term. You must pay the balance to be considered registered for the upcoming semester/term, even if it is the only thing you owe! If you want to know what the balance is for, view your billing statement under "Financial Services" on your PAWS Desktop. You may also contact the Office of Bursar Operations by e-mail (bursar@lsu.edu), or call (225/578-3357).

***I view my fee bill and want to change a fee for an additional service?*** Once your fee bill is available on-line, you can no longer use PAWS to change additional service fees. You must contact the office providing the service to make the change.

***I receive a letter in lieu of a bill?*** Carefully follow the directions on the letter and CONTACT THE OFFICE THAT PLACED THE HOLD ON YOUR REGISTRATION. You should not contact the Office of the University Registrar. This office cannot remove the hold. Once the hold is removed, you will pay fees via PAWS using an on-line check/bankdraft or a credit card or in the lobby of Thomas Boyd Hall. Your payment of fees will ensure that your courses will not be purged and you will not be assessed the **\$75** late registration service charge.

***My courses are purged?*** The first no-pay purge is run following the payment due date. If your courses are purged, check the registration calendar for the date PAWS re-opens. When PAWS re-opens, schedule your courses and pay your fees via PAWS using an on-line check/bankdraft or a credit card or complete registration in the lobby of Thomas Boyd Hall. To avoid courses being purged again, you must complete registration.

***I want to confirm that my remittance form and any payment submitted has been received and I am registered?*** You can check your payment status using PAWS. Do not just list your courses. Having courses scheduled is not proof of registration.

# INTRODUCTION

Summer term offerings include, in addition to on-campus courses, various field courses; academic study abroad programs; conferences and lectures; non-credit activities, institutes, workshops, and festivals which provide a variety of cultural, educational, and recreational activities.

## Two Sessions

The summer term at LSU has two regular sessions: A (June 7- July 26), and B (June 7 - July 9).

## Class Periods

- Session A (nine weeks) – A three-hour lecture course meets for 60 minutes five days per week.
- Session B (four-and-a half weeks) – A three-hour course meets for 90 minutes five days per week.

## ◀ ADDITIONAL SUMMER OFFERING ▶

- **Louisiana Universities' Marine Consortium (LUMCON) – courses taught at LUMCON field stations carry credit through various LSU departments: Oceanography & Coastal Sciences, Biological Sciences, and the School of Forestry, Wildlife, & Fisheries. Courses are included in the appropriate department's listing. Registration and tuition payment are through LSU. Separate application for admission must be made to LUMCON. Students are required to pay a non-refundable \$25 application fee. Room and board fees (approximately \$125 per week) are payable to LUMCON. Call (985/851-2845) or send an e-mail message (ncrochet@lumcon.edu) for application forms and additional information or visit the website at [www.lucom.edu/education/university/summerprogram.html](http://www.lucom.edu/education/university/summerprogram.html). Application forms are also available from participating departmental offices, or can be down-loaded from the website. Deadline for application is available on the website. Enrollment will be limited by space and accommodations, so early application is advised.**

## REGISTRATION USING PAWS

PAWS lets you arrange your schedule of courses and select additional services for the 2010 summer term.

**Every effort will be made to keep the registration system available 24 hours each day, except from 5:00 p.m., Saturday, to noon Sunday.** Work on LSU's computer system may require that PAWS be unavailable at other times. Refer to the Registration Calendar for specific instructions about when PAWS will be available.

When you are connected with PAWS, you will receive immediate information on the current availability of each class you request.

**This booklet provides information concerning:**

- How to schedule classes, select additional service fees, and register
- How to handle exceptions
- University policies that may affect your registration
- Who to contact for assistance
- How to complete your registration

**If you have questions concerning:**

- Course offerings and enrollment restrictions – Contact the appropriate departmental office
- Your own academic schedule – Contact your college office
- Course scheduling and registration procedures – Contact the Office of the University Registrar, 112 Thomas Boyd Hall, 225/578-9457
- Your fee bill - Call the phone number that corresponds to the charge on your fee bill

## ORIENTATION

### ◀ FRESHMAN ORIENTATION ▶

The Freshman Orientation Program is designed to give students an overview of the University and help them schedule classes for the summer term. All freshman students admitted to LSU for the 2010 summer term **must** attend the Freshman Orientation Program prior to scheduling classes. The orientation program is scheduled on **Tuesday and Wednesday, June 1 and 2, 2010**. Orientation information will be mailed in mid January to new freshman students. For additional information or questions, please call the Orientation Office at 225/578-2634.

### ◀ TRANSFER STUDENT ORIENTATION ▶

LSU is committed to helping transfer students make a smooth transition at the University. Therefore, there will be a one-day orientation program designed especially for transfer students. The Transfer Student Orientation Program is scheduled on **Thursday, June 3, 2010**. Orientation information and instructions will be mailed in mid January. For further information or questions, please call the Orientation Office at 225/578-2634.

### ◀ INTERNATIONAL STUDENT ORIENTATION ▶

All international students **must** attend a mandatory orientation program which is scheduled for **Monday, May 31, 2010**.

For more information, contact the International Service Office at 225/578-3191.

# ADVISING

You are urged to consult your faculty adviser to plan your schedule.

## **Advising is required for:**

- Juniors majoring in Kinesology
- Junior and Senior students majoring in Agricultural Business
- Undergraduate students enrolled in the College of Engineering
- Undergraduate students enrolled in the College of Music and Dramatic Arts
- Undergraduate students majoring in Architecture who earn less than satisfactory grades in ARCH 3001, 3002, 4001, 4002 or 5001
- Undergraduate students majoring in French Studies
- Undergraduate students majoring in Geology
- Undergraduate students majoring in Natural Resource Ecology & Management
- Undergraduate students majoring in Philosophy
- Undergraduate students on probation
- Undergraduate students on "scholastic warning"
- Undergraduate students without a declared major
- Undergraduate students majoring Wildlife and Fisheries
- Undergraduate students majoring in Forestry Management
- New and re-entry students
- Participating athletes
- Other students whom the colleges designate

If you are required to obtain advising and have not done so, you will be unable to schedule courses using PAWS. Advisers are available during their regular office hours throughout the semester. Consult the appropriate department in the following "Advising Locations" section to determine when your adviser will be available. **You should schedule a conference with your adviser at least one week before your course scheduling priority period begins.**

## ◀ ADVISING LOCATIONS ▶

Academic advisers for all students are available during their regular office hours throughout the semester. You should consult the appropriate college or department for your major to determine when your adviser will be available.

### **University College Center for the Freshman Year Center for Advising and Counseling**

If you are a Center for Freshman Year student or a student enrolled in University College's Center for Advising and Counseling, you should consult the listing below to find the appropriate major in the senior college you plan to enter. See that department for course advising.

If you are a "PMED," "PDEN" or an "undeclared" student (curriculum code UNDEC) in the Center for the Freshman Year, please consult your assigned Freshman Year counselor, 150 Allen Hall, for course advising. Advising will be available on a walk-in basis.

## College of Agriculture

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
Agriculture - Undecided	134 Agri. Admin. Bldg.
Agribusiness	279 Agri. Admin. Bldg.
Animal, Dairy & Poultry Science	
Animal	105 Francioni Hall
Dairy	202 Dairy Sci. Bldg.
Poultry	102 Ingram Hall
Environmental Mgmt Systems	110 Sturgis Hall
Food Sciences & Technology	104B Food Sci. Bldg.
Renewable Natural Resources	210 RNR Bldg.
Human Ecology (all)	133 Human Ecology Bldg.
Human Resource Education & Workforce Development (all)	142 Old Forestry
Plant & Soil Systems	
Agri Pest Mgmt	220 Wilson Bldg.
Agronomy	110 Sturgis Hall
Horticulture	135 J. C. Miller Hall
Urban Entomology	402 Life Sciences
Preveterinary Medicine	105 Francioni Hall 202 Dairy Sci. Bldg. 102 Ingram Hall

## College of Art & Design\*

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
CFY Students (Pre-Design Majors)	102 Design Bldg.
Architecture	136 Atkinson Hall
Art (all curricula)	123 Art Bldg.
Interior Design	402 Design Bldg.
Landscape Architecture	302 Design Bldg.
<i>*Entrance into the professional programs in architecture, graphic design, interior design, and landscape architecture is gained only through a selective admission process. For information, contact the appropriate school or department. Please note that the professional B.F.A. degree is offered only through the College of Art &amp; Design.</i>	

## College of Arts & Sciences

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
Arts & Sciences - Undecided	119 Hodges Hall
Aerospace Studies	105 Military Sci. Bldg.
Communication Sci. & Disorder	64 Hatcher Hall
Communication Studies	136 Coates Hall
Economics (BA)	2107 TAYLOR
English	260 Allen Hall
Foreign Languages & Literatures	
German	316 Hodges Hall
Latin	316 Hodges Hall
Spanish	316 Hodges Hall
French Studies	416 Hodges Hall
General Studies	119 Hodges Hall
Geography	227 Howe-Russell Geo. Complex
Anthropology	227 Howe-Russell Geo. Complex
History	224 Himes Hall
International Studies	204 Stubbs Hall

Liberal Arts	
African and African Am. Studies	120 Old President's House
Art History	119 Hodges Hall
Studio Art	119 Hodges Hall
Military Science	106 Military Science Bldg.
Philosophy	106 Coates Hall
Political Science	240 Stubbs Hall
Psychology	236 Audubon Hall
Religious Studies	106 Coates Hall
Sociology	126 Stubbs Hall
Women & Gender Studies	238 Himes Hall

### College of Basic Sciences

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
Basic Sciences - Undecided	338 Choppin Hall
Biological Sciences	
Biochemistry*	101 Life Sciences Bldg.
Biological Sciences*	101 Life Sciences Bldg.
Microbiology	101 Life Sciences Bldg.
Chemistry*	109 Choppin Hall
Computer Science	298 Coates Hall
Geology & Geophysics	343 Howe Geo. Complex
Mathematics	304 Lockett Hall
Physics & Astronomy	202 Nicholson Hall

*\*Pre-med majors in biochemistry, biological sciences or chemistry should confer with the appropriate area listed above.*

### E. J. Ourso College of Business

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
Business Admin. - Undecided	3304 TAYLOR
General Business	3304 TAYLOR
Accounting	3304 TAYLOR
Business Law	3304 TAYLOR
Economics (BS)	3304 TAYLOR
Finance	3304 TAYLOR
Information Systems & Decision Sci.	3304 TAYLOR
Management	3304 TAYLOR
Marketing	3304 TAYLOR
Public Administration	3200 TAYLOR

24 hour Electronic Advising - [advisor@lsu.edu](mailto:advisor@lsu.edu)

### College of Education

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
Education (all students)	236 Peabody Hall

### College of Engineering

<u>Department/Subject Area</u>	<u>Room &amp; Building</u>
Engineering - Undecided	3304 TAYLOR
Biological Engineering	149 Doran Bldg.
Chemical Engineering	110 Chem. Engr. Bldg.
Civil Engineering	3418 TAYLOR
Construction Mgmt.	3128 TAYLOR
Elect. & Computer Engr.	102 Elect. Engr. Bldg.

Environmental Engr.  
Industrial & Mgf. Systems Engr.  
Mechanical Engineering  
Petroleum Engineering

3418 TAYLOR  
3128 TAYLOR  
2508 TAYLOR  
3516 TAYLOR

### **Extended Learning**

Department/Subject Area  
LSU 25 Plus Students

Room & Building  
1209 Pleasant Hall

### **University College Center for Advising and Counseling**

Department/Subject Area  
Pre-degree  
Pre-allied health programs  
Pre-nursing  
Nonmatriculated

Room & Building  
150 Himes Hall  
150 Himes Hall  
150 Himes Hall  
150 Himes Hall

### **Manship School of Mass Communication**

Department/Subject Area  
Mass Communication

Room & Building  
211 Journalism

### **College of Music & Dramatic Arts**

Department/Subject Area  
Theatre  
Music  
    Undergraduates  
    Graduates  
Applied Music\*  
Instrumental Music Educ  
Vocal Music Education  
Liberal Arts - Music

Room & Building  
249 Hatcher Hall  
  
112 School of Music Bldg.  
102 School of Music Bldg.  
112 School of Music Bldg.  
112 School of Music Bldg.  
112 School of Music Bldg.  
112 School of Music Bldg.

*\*Admission to the applied music curriculum is gained only by audition before the faculty of the area desired.*

# COURSE SCHEDULING AND REGISTRATION SUMMER 2010

## ◀ COURSE SCHEDULING PRIORITY ▶

With the exception of graduate students, professional students and graduating seniors (as defined below), student priorities are determined by adding the semester hours earned to the hours currently carried. **Currently enrolled LSU students must schedule courses by 7:00 p.m., Monday, April 26, 2010.** Currently enrolled students who do not schedule courses by this date will be assessed the **\$75** late registration service charge.

If PAWS states that you are ineligible to select courses, contact the office specified by the message you receive in reply. If you are not referred to a specific administrative office, you should contact your college office.

GROUP	DAY	DATE	TIME	CRITERIA
PH1A	Sun	Oct 25	5:00 p.m.	<ul style="list-style-type: none"> <li>• Graduate and professional students.</li> <li>• Graduating seniors (earned 100 hours at the conclusion of the current semester and have indicated on PAWS or in their senior colleges that they plan to graduate in <b>August or December 2010</b>).</li> <li>• Students with special scheduling priorities approved by their deans.</li> </ul>
PH1B	Tue	Oct 27	5:00 p.m.	Semester hours earned + hours currently carried > <b>122</b>
PH1C	Wed	Oct 28	5:00 p.m.	Semester hours earned + hours currently carried = <b>105-122</b>
PH1D	Thu	Oct 29	5:00 p.m.	Semester hours earned + hours currently carried = <b>95-104</b>
PH1E	Fri	Oct 30	5:00 p.m.	Semester hours earned + hours currently carried = <b>86-94</b>
PH1F	Sun	Nov 1	5:00 p.m.	Semester hours earned + hours currently carried = <b>79-85</b>
PH1G	Mon	Nov 2	5:00 p.m.	Semester hours earned + hours currently carried = <b>72-78</b>
PH1H	Tue	Nov 3	5:00 p.m.	Semester hours earned + hours currently carried = <b>63-71</b>
PH1I	Wed	Nov 4	5:00 p.m.	Semester hours earned + hours currently carried = <b>54-62</b>
PH1J	Thu	Nov 5	5:00 p.m.	Semester hours earned + hours currently carried = <b>47-53</b>
PH1K	Fri	Nov 6	5:00 p.m.	Semester hours earned + hours currently carried = <b>42-46</b>
PH1M	Sun	Nov 8	5:00 p.m.	Semester hours earned + hours currently carried = <b>29-41</b>
PH1N	Mon	Nov 9	5:00 p.m.	Semester hours earned + hours currently carried = <b>20-28</b>
PH1O	Tue	Nov 10	5:00 p.m.	Semester hours earned + hours currently carried = <b>16-19</b>
PH1P	Wed	Nov 11	5:00 p.m.	Semester hours earned + hours currently carried = <b>15</b>
PH1Q	Thu	Nov 12	5:00 p.m.	Semester hours earned + hours currently carried < <b>15</b>
PH1R	Fri	Nov 13	5:00 p.m.	Undergraduate transfer students, re-entry students, and current semester undergraduate degree candidates.

### New Freshmen

All freshman students admitted to LSU for the 2010 summer term will schedule classes during the Orientation Program to be held on June 1-2, 2010.

### Re-entry and Transfer Students

Re-entry and transfer **graduate students** will receive **PH1A** priority. Re-entry and transfer **undergraduate students** will receive **PH1R** priority.

## ◀ COURSE SCHEDULING AND ADDITIONAL SERVICE SELECTION PROCEDURES ▶

To schedule courses, you will need: *Summer 2010 Schedule of Classes*, *LSU General Catalog*, pen or pencil, and paper.

- Being in debt to the University does not block you from scheduling courses.
- Consult the *General Catalog* and *Schedule of Classes* to familiarize yourself with course requirements, prerequisites, corequisites, and University regulations.
- Organize your registration materials and plan your class schedule.
- If you are unsure whether you must obtain advising before you can schedule courses, access PAWS. If advising is required, see your adviser.
- Determine your preferred courses.
- Schedule only courses for which you meet all course requirements. If you schedule a course for which you are not eligible, your enrollment may be canceled at any time.
- Schedule only courses that apply to your degree or are desirable for other reasons. If you are unable to create a complete schedule of appropriate courses, consult your adviser or departmental office to investigate valid alternatives.
- List your courses in priority order.
- List alternative classes, since some courses or sections may be closed or canceled.
- Determine additional service selections.

**PLEASE NOTE: LSU logs all PAWS transactions to trace activity and to obtain information that will be used to improve the registration system.**

## ◀ SPECIAL REGISTRATIONS ▶

### **Academic Programs Abroad**

If you wish to participate in an LSU sponsored international exchange program, the National Student Exchange Program, a summer study abroad program, a study abroad program during intersession, or a non-LSU international academic program, contact Academic Programs Abroad, 106 Hatcher Hall, 225/578-6801 or write to [studyabroad@lsu.edu](mailto:studyabroad@lsu.edu). LSU students participating in an academic year exchange program *may not* register for host university classes using PAWS. Registration for these classes is accomplished through the host university class registration system. *Class registration for APA summer study abroad programs is done through Academic Programs Abroad.* All students participating in academic year exchange programs or summer abroad programs will receive complete class registration instructions from the Office of Academic Programs Abroad. A complete discussion of LSU programs abroad can be found at [www.lsu.edu/studyabroad](http://www.lsu.edu/studyabroad).

### **Audit Only Registration**

You may not schedule courses for "audit only" using PAWS. If you wish to "audit only," you may obtain a special enrollment form from the Office of the University Registrar, 112 Thomas Boyd Hall. You may not register for "audit only" prior to June 7, 2010.

### **Degree Only Registration**

You must contact your dean's office to receive instructions about how to register only to receive your degree. You cannot register for degree only through PAWS.

### **Delinquent Registration**

Registration after June 10 requires the approval of your dean.

### **Experiential Education Program**

If students receive a co-op or internship position and need to register through Career Services Experiential Education Program, they need to contact Career Services at [career@lsu.edu](mailto:career@lsu.edu) or call 225/578-2162.

## **◀ ADDITIONAL INFORMATION ▶**

### **Add/Drop Fee Adjustments**

Students should be aware that adding a course which raises their enrollment to full time will generate full-time fee assessment even if they remain at full-time status only one day. Students not intending to be full time should ensure that each drop/add action reflects their desired credit load. Charges and credits created by adding and/or dropping courses via PAWS after you pay fees will be posted to your account daily.

### **Adding and Dropping Courses**

You may add or drop courses from the beginning of the advance course scheduling period through the last day to add courses for sessions A and B.

### **Additional Enrollment Regulations**

Refer to the *LSU General Catalog* for additional regulations which govern your enrollment.

### **Adjustment to Course Offerings**

The University reserves the right to adjust course offerings by adding or dropping sections. **You should access PAWS before classes begin to ascertain whether adds/drops have affected your schedule. If they have, you may make appropriate changes then.**

### **Application for Degree & Payment of Diploma Fee**

**Payment of the diploma fee does not constitute application to receive a degree.** If you are an undergraduate, you should apply for your degree when you check out for graduation in your dean's office the semester before you intend to graduate. If you are a graduate student, you should apply for your degree at the Graduate School the semester you intend to graduate. The deadline for graduate students to apply for master's and doctoral degrees to be awarded at the end of the 2010 summer term is June 10, 2010.

### **Audit Approval**

If you wish to audit a course, you must obtain written consent from the instructor of the course and the dean of the college offering the course. You may use PAWS to schedule the course; then submit the required approvals to your college office to have your enrollment changed from credit to audit.

A request for a change from credit to audit must be submitted no later than June 9, 2010, for Sessions A courses and June 9, 2010, for session B.

### **Cancellation of Registration**

If you complete registration by the initial payment deadline, and decide not to attend LSU, you may cancel your registration using PAWS by calling your dean's office or the Office of the University Registrar.

If you do so before the first class day, your registration will be canceled and no entry regarding the semester

will appear on your record or transcript.

● ***If you are an undergraduate, who was not enrolled during the spring semester, and decide to return to LSU, you will have to apply to reenter the university.***

If you cancel your registration, you will receive a 100% refund, minus the \$10 registration fee. If you cancel your registration for the summer term, and later decide to enroll for the term, you must register at the Office of Bursar Operations, Room 125, Thomas Boyd Hall, even though you have already paid fees.

### **Changing Senior Colleges**

Senior College students may change colleges from the time grades for the current semester or term are posted to the database until the last day to add courses the next semester or term they are registered.

### **Classroom Assignments**

Tentative classroom assignments are included in the course offering. Changes in classroom locations for the courses you have scheduled will be included on your fee bill.

### **Communication-Intensive (C-I) Courses**

“Communication-Intensive” (C-I) courses are offered for students who want to enhance their written, spoken, visual, and technological communication skills. These courses are identified on the Communication across the Curriculum (CxC) website at <http://cxc.lsu.edu> or in the course offerings. These courses are identified in the special enrollment column with an entry that begins with “CI” followed by a short description of the communication emphasis. For example, a C-I course with an emphasis in written communication will be identified as “CI-Written.” All C-I courses will be identified on your transcript.

For more information about C-I courses or the Distinguished Communicator certification program, contact Kimberly Bourque, Administrative Coordinator of CxC, at 225-578-7795 or [kbourq3@lsu.edu](mailto:kbourq3@lsu.edu)

### **Course Schedule**

You may use PAWS to view your schedule of classes. **When you return to campus for the summer term, bring your schedule with you. Schedules will not be reprinted.**

### **Credit Hour Maximum**

The maximum graduate and undergraduate loads for the summer term are 12 hours for the long (A) session and six hours for the short (B) session. A maximum of 12 hours may be earned in a combination of sessions. Under no circumstances can these maximums be exceeded.

### **Dropping Courses Via PAWS after the Last Day to Add Courses**

You may drop courses via PAWS until midnight through the respective final date in each session to drop courses or resign unless you are a student in one of the groups noted below. Beginning the first class day, you cannot drop all of your courses using PAWS. This is, in effect, resigning from the University. If you want to resign you must begin the resignation process in your dean's office.

The following students are not permitted to drop courses via PAWS after the last day to add each semester or term. They must report to their deans' offices to complete a drop form to drop a course.

- All Center for Freshman Year students
- College of Agriculture students who have not earned 24 hours
- Student athletes
- Candidates to receive degrees at the conclusion

- of the current term or semester
- Students whose dean's office has placed a hold on their registration

In addition, graduate/teaching assistants and international students with an immigration status of "0" or "2" will not be able to drop below full-time status using PAWS.

### **First Class Meeting**

If you fail to attend the first class meeting without prior arrangement with the department, you may be required to drop the course to make space available for other students. You have the responsibility to assure that you have been dropped from the course; otherwise, you may receive a grade of "F" in the course.

### **Graduate Students on Probation**

If you are on academic or admission probation, and pay by the initial payment deadline, you will not be able to drop or add courses to your schedule until it is determined at the conclusion of the spring semester that you are eligible to continue at LSU for the 2010 summer term. If you are not eligible to continue at the university, your registration will be canceled, and you will receive a 100% refund, minus the \$10 registration fee.

### **Graduate Students Registering Only for Thesis or Dissertation Research Courses**

Graduate students engaged in writing theses or dissertations are expected to register for research hours commensurate with the amount of University resources to be utilized that semester. There is a continuous registration requirement for doctoral students who have passed the general examination. Regardless of where they are conducting their research/writing, these students must adhere to the regular deadline published in this booklet for scheduling research courses and paying fees, or they will be assessed the **\$75** late registration service charge.

### **Linked Sections**

Departments can link two sections of different courses. If you add a linked section to your schedule, the second section is automatically added to your schedule. If you drop a linked section, both sections are automatically dropped from your schedule. Departments identify linked sections with section remarks.

### **Majors Only Courses**

You may not use PAWS to schedule courses listed with the "Special Enrollment" note of "MAJORS ONLY" unless you are enrolled in the appropriate curriculum. Permission of the department is required for exceptions.

### **Pass-Fail Option**

You may not designate the "pass/fail" option using PAWS. To schedule a course for pass/fail grading, refer to the *LSU General Catalog* for information about required approvals.

You may use PAWS to schedule the course for regular grading and report to your college office as soon as you have registered (**submitted the remittance form and pay any fees due**) to request that your enrollment be changed from regular grading to pass/fail grading. No change in the grading option may be made after the last day for adding courses for credit.

### **Permission of Department Courses**

You may not schedule a permission of department ("PERMIS OF DEPT") course using PAWS. Contact the department that offers the course for information. If your enrollment is approved, the department will add the course to your schedule.

### **Permission of Instructor Courses**

You can use PAWS to add courses listed in this booklet with a "Special Enrollment" note of "PERMIS OF INST." Your enrollment in the class will be "pending" until the instructor reviews and approves your request. If no

instructor is listed, consult the departmental office. **It is your responsibility to contact the department to obtain the necessary permission to enroll.**

### **Prerequisites/Corequisites**

Students are expected to consult the *LSU General Catalog* to ensure that they meet all prerequisites or corequisites before they schedule courses. **PAWS interactively checks the prerequisites for a limited number of courses. Please be aware that you are responsible for meeting prerequisites whether or not they are interactively checked.** If you schedule a course and do not meet all prerequisites or corequisites, your enrollment in that course may be canceled.

You can use PAWS to add courses listed in this booklet with a “Special Enrollment” note of “PREREQ CHECKED.” Your enrollment in the class will be “pending” until the department determines whether you have satisfied the prerequisites for the course. If you have, the department will approve your registration for the course. Check your status periodically, via PAWS to learn whether they have approved or rejected your registration.

### **Waitlisting**

Students may join waitlists in order to wait for seats to open in a full section of a class. This function of registration **does not guarantee** students a seat in the class, but it does let students hold a spot in line should a seat become available. By joining a waitlist, students will be reserving their place in line. Students will use the Schedule Request link in their PAWS desktop to join waitlists and will be automatically moved off of the lists and into courses as spaces become available. *It is important to note that the waitlist function is only available on sections of courses that are full. In order to be presented with the option to join a list, students must first attempt to add the desired course to their schedule.*

For important dates regarding waitlisting, please visit the registration calendar in the front of this booklet. More information can also be obtained by visiting the [Office of the University Registrar website](#).

### **Required Academic Performance**

Your registration for summer 2010 depends on your successful academic performance during the current semester; your schedule is subject to cancellation if you do not meet the required standards.

### **Resignation**

If you complete registration and decide by the last day to drop or resign not to attend LSU, you must report to your dean's office to initiate the procedure to resign from the university. **Resignations are part of your permanent record and appear on your transcript.**

### **Service-Learning Courses**

Many departments include hands-on service-learning components in some course sections. In these classes, students accomplish course learning goals while meeting community needs.

Sections with **required** service-learning placements are listed in the course offering with a “Special Enrollment” note of “SVC LEARNING.” Sections with a service **option** rather than requirement are listed on the Service-Learning website at [www.ccell.lsu.edu](http://www.ccell.lsu.edu). After accessing the website, select courses. You may register for these courses using PAWS.

For more information about service-learning classes, contact Jan Shoemaker, director of the Center for Community Engagement, Learning and Leadership, at 578-9264 or [jshoema@lsu.edu](mailto:jshoema@lsu.edu) or see the website.

### **Time Conflicts**

You may not schedule time conflicts by using PAWS. You should contact your college office to obtain approval for intentional time conflicts; only your college can grant permission and schedule the courses by terminal.

### **Undergraduate Students on Probation**

If you are on academic probation, and pay by the initial payment deadline, you will not be able to drop or add courses to your schedule until it is determined at the conclusion of the spring semester that you are eligible to continue at LSU for the 2010 summer term. If you are not eligible to continue at the university, your registration will be canceled, and you will receive a 100% refund, minus the \$10 registration fee.

### **Web-based Courses**

Departments identify courses that involve Web-based instruction with "Special Enrollment" notes. The notes indicate the levels of Web-based instruction and are as follows.

- 100% Web based
- 50-99% Web based
- 1-49% Web based

If you need additional information regarding a course that involves Web-based instruction, please contact the instructor.

## **LSU-BATON ROUGE COMMUNITY COLLEGE CROSS-ENROLLMENT PROGRAM**

### **Procedures for Cross-Enrollment**

- Beginning March 28, 2010, obtain the "Cross-Enrollment Form" **from your dean's office and get your dean's approval** for the course to be taken at BRCC.
- Submit your "Cross-Enrollment Form" to the Office of the University Registrar as early as possible, but no later than June 6, 2010.
- The Office of the University Registrar will submit the forms to BRCC for scheduling of courses.
- The Office of the University Registrar will notify each student who submitted a "Cross-Enrollment Form" whether BRCC was able to schedule the students in the courses selected.

### **Parking at Baton Rouge Community College**

Baton Rouge Community College will honor LSU parking hang tags. There is no shuttle bus service to the community college.

## **LSU-SOUTHERN UNIVERSITY CROSS-REGISTRATION PROGRAM**

### **Procedures for Cross-Registration**

- Beginning March 28, 2010, obtain the "Cross-Registration Form" **from your dean's office and get your dean's approval** for the course to be taken at SU.
- If SU courses are to appear on students' fee bills, students must submit cross-registration forms to the Office of the University Registrar by April 26, 2010. The forms will be accepted through June 9.
- The Office of the University Registrar will submit the forms to SU for scheduling of courses.
- Students will see SU courses on PAWS schedule when course is added. The Office of the University Registrar will notify each student about any difficulties with scheduling courses.

# FEES, FINANCES AND FINANCIAL AID

## ◀ COMPLETION OF REGISTRATION ▶

### Account Balance, Receipts and Confirmation of Registration

You will be able to obtain your balance due, via PAWS, after on-line fee bills are available on May 5, 2010. To obtain your balance via PAWS, select "Fee Bill" under the Registration Services heading on your PAWS Desktop.

Once payments are received (receipts are not mailed), you are strongly encouraged to use PAWS to confirm that your payment was received and you are registered. To do so, select "Billing Statement" under the Financial Services heading on your PAWS Desktop. You have completed registration only when you have paid fees via PAWS or your remittance form and any payment due have been received and posted to the Advance Billing System.

### Auditing Fee Assessments & Payments

All fee assessments and payments will be audited. Additional charges or refunds will be processed through the Office of Bursar Operations.

### The Fee Bill

**If you schedule courses by 7:00 p.m., April 26, your fee bill will be available on-line on May 5.** Do not confuse your fee bill with the Bursar's Office monthly statements.

Your fee bill will include the following information:

- Course schedule
- Statement of all charges with phone numbers of offices to contact if you have questions regarding the charges
- Statement of all anticipated credits including awarded and accepted student aid
- Amount due
- Date payment is due
- Remittance form

### Fee Payment, Registration Holds, and Letters in Lieu of Bills

#### Continuing Students

If you schedule by 7:00 p.m., April 26 and do not have a hold on your registration, your on-line fee bill will be available on May 5. You have three options to pay your fees. **First**, you can pay via PAWS using an on-line check/bankdraft or a credit card. **Second**, you can pay at the Office of Bursar Operations in the lobby of Thomas Boyd Hall using cash, check or money order. **Third**, you can print and mail your on-line remittance form, with any payment due (check or money order) to the Office of Bursar Operations.

**Your remittance form and any payment due must be received on or before May 20, 2010.** You are strongly encouraged to mail your remittance form and payment due no later than ten calendar days prior to May 20, 2010.

If you do not complete registration by paying fees via PAWS or mail by May 20, your schedule will be purged and you will be assessed the **\$75** late registration service charge should you register at a later date.

*Continuing Students Who are Mailed  
Letters in Lieu of Fee Bills*

If you schedule courses prior to April 26 and have a hold on your registration, a letter in lieu of a fee bill will be mailed to your home address on May 5. Carefully follow the directions in the letter that explains who to contact to remove the hold and complete registration.

If you receive a letter in lieu of a fee bill, **you will not be mailed a fee bill** when you remove the hold. You must view your on-line fee bill via PAWS. If you receive a letter in lieu of a fee bill, you have until 4:30 p.m., Friday, June 4 to remove the hold and pay fees. You may pay fees via PAWS using an on-line check/bankdraft or a credit card or in the lobby of Thomas Boyd Hall, using cash, check or money order.

If you do not complete registration by that deadline, your course schedule will be purged, and you will be assessed the **\$75** late registration service charge should you register at a later date.

*New, Re-entry and Transfer Students*

If you are a new, re-entry or transfer student who schedules courses by 7:00 p.m., April 26, your on-line fee bill will be available May 5, unless there is a hold on your registration. You have two options to pay your fees. **First**, you can pay via PAWS using an on-line check/bankdraft or a credit card. **Second**, you can mail your remittance form, with any payment due (check or money order) to the Office of Bursar Operations. **Your remittance form and any payment due must be received on or before May 20, 2010.** You are strongly encouraged to mail your remittance stub and payment due no later than ten calendar days prior to May 20, 2010.

If you do not complete registration by paying fees via PAWS or mail by May 20, your schedule will be purged. If you rebuild your schedule and complete registration (via PAWS or in the lobby of Thomas Boyd Hall) by 4:30 p.m., Friday, June 4, you will not be assessed the **\$75** late registration service charge.

*New, Re-entry and Transfer Students  
Who are Mailed Letters in Lieu of Fee Bills*

If you are a new, re-entry or transfer student and have a hold placed on your registration after you schedule courses, you will receive a letter in lieu of a fee bill. You should contact the office specified in the letter to remove the hold. You must remove the hold and pay fees by 4:30 p.m., Friday, June 4, or your course schedule will be purged and you will be assessed the **\$75** late registration service charge should you register at a later date. You may pay fees via PAWS using an on-line check/bankdraft or a credit card or in the lobby of Thomas Boyd Hall using cash, check or money order.

**Late Registration**

If you do not register (pay fees) via PAWS or by mail, you will complete registration at the Office of Bursar Operations, Room 125, Thomas Boyd Hall. You must schedule courses and additional services before reporting to the Office of Bursar Operations.

**Late Registration Service Charge**

**If you are a continuing student, and do not complete registration by paying your fees via PAWS using an on-line check/bankdraft or a credit card, or return the remittance stub and any fees due by the initial payment deadline, May 20, 2010, your courses will be purged, and you will be assessed the \$75 late registration service charge.**

If you have applied for financial aid, and the aid has not been awarded and accepted at the time payment is due, you must pay your fees by the due date or you will be assessed the service charge. Continuing graduate

assistants, who have not been appointed at the time payment is due, must pay their fees by the due date or they will be assessed the service charge.

### **No-Pay Purges**

The university will purge students' classes from their schedules if they do not complete registration within the time lines outlined below.

- If you schedule classes between October 25 and April 26, you must complete registration and pay fees by May 20.
- If you schedule classes between May 5 and June 4 you must complete registration and pay fees by June 4.
- If you schedule classes the first four class days of either term, you must complete registration and pay fees by June 9.

### **Overpayments**

Refunds of overpayments will automatically be mailed to the student's billing address prior to mid-semester if the overpayment exceeds \$100. Overpayments of less than \$100 will be retained in the account and applied against future charges unless a refund is specifically requested by the student.

### **Partial Payments**

Unless you have selected to defer part of your fees, partial payments are not permitted. You are strongly encouraged to access PAWS and check your "fee bill status".

**You must be paid in full to be considered registered. If you make a partial payment, the funds received will be deposited to your account, but you will not be considered registered. If the remainder of the total amount due is not received by May 20, 2010, your courses will be purged.**

**If you choose to complete registration, you will pay fees via PAWS using an on-line check/bankdraft or a credit card or in the lobby of Thomas Boyd Hall using cash, check or money order. You will be assessed the \$75 late registration service charge.**

### **Paying Fees By On-line Check/Bankdraft**

You may pay your fees via PAWS with an on-line check/bankdraft. You will find the check link under "Registration Services" on your PAWS Desktop. Please note that a \$25 service charge will be assessed on all payments returned NSF.

### **Paying Fees by Credit Card**

You may pay your fees via PAWS by using a Master Card or Visa credit card. You will find the fee bill link under "Registration Services" on your PAWS Desktop. Please note that you will be charged a 2.5% processing fee if you pay by credit card.

### **If You Pay By Mail Mail Your Payment at Least Ten Days Before the Due Date**

Remittance forms and any payments due must be **RECEIVED (NOT POSTMARKED) BY THE DUE DATE.** You are **strongly encouraged** to mail your payment with your remittance form ten calendar days prior to the payment deadline date. Therefore, if you have a balance due, are anticipating that your balance will change to zero, and the balance has not changed by ten days prior to the payment deadline date, you should mail your

remittance form and the payment due.

### **Zero Balance Fee Bills**

If your on-line fee bill reflects a zero balance, you are still required to complete registration as follows.

- Indicate, via PAWS, by May 20 that you are completing registration by selecting the “Complete Registration” button from the “Fee Bill” application via PAWS on your PAWS Desktop.

### **◀ SPECIAL PAYMENT OPTIONS ▶**

#### **Deferred Payment Plan**

The University offers a deferred payment plan as a payment option. Eligible students are allowed to defer up to one-half (1/2) of their current semester charges.

Payment of one-half (1/2) of current semester charges plus any account balance must be received by the due date.

#### Eligibility

All students are eligible for their initial deferred payment plan. Any future deferred payments are granted based on the individual credit history established with the University. Students who default on a deferred payment plan are ineligible to receive a deferment for one calendar year.

#### Terms

- A \$15 service charge will be assessed on all deferments.
- If payments are not received by the Office of Bursar Operations on or before the tenth (10th) calendar day following the scheduled due date, a five percent (5%) late fee will be assessed.
- If the amount due plus the 5% late fee is not received within fourteen calendar days after notification of delinquency, the University will withhold grades for the current semester, withhold transcripts and prevent completion of registration for a future semester until the amount due plus a **\$75** financial reinstatement fee is paid.
- In the event of withdrawal from the University before complete payment has been made, any credit or refunds due the student as provided for in accordance with current University regulations will be applied to the student's account. The balance must be paid.
- All **LOANS and GRANTS** made through or in conjunction with the University will be applied to the student's account.
- If necessary for LSU to commence legal action against the student to enforce the terms of this agreement, and the student's account is turned over by the University to an attorney-at-law for collection, by suit or otherwise, the student will be obligated to pay all court costs and legal interest from the date the debts are due (pursuant to LSA-CC article 2000) and \$100 or a sum equal to thirty-three and one third percent (33 1/3%) additional of the total amount due and owing as attorney fees, whichever is higher.

Deferred Due Dates

Summer Term 2010 due dates are as follows:

DATE DUE	AMOUNT DUE
July 1, 2010	1/2 of total deferred
August 1, 2010	1/2 of total deferred

Payments

Payments are to be made via PAWS on-line

Or at

The Office of Bursar Operations  
125 Thomas Boyd Hall

Selecting this Payment Option  
via PAWS

To defer one-half of your current semester charges, select the Deferred Payment Plan payment option. You must make this selection each semester.

**LSU Employee Payroll Deduction**

Graduate assistants and regular university employees may elect to pay their fees through payroll deduction. To pay fees through payroll deduction students must follow the procedure listed below.

- Using PAWS, select payroll deduction as a payment option.  
**This must be done each semester.**
- Have a current, pending or approved payroll appointment.

**NOTE:** Student employees (paid on student wage) are not eligible for payroll deduction.

Graduate assistants and employees who make this selection must indicate via PAWS, by the due date, that they are completing registration even if the balance is zero.

Once fee bills are available, students may not delete payroll deductions via PAWS. Third party payroll deductions cannot be selected via PAWS. The payroll deduction option may be selected until students completed registration.

**LSU Employee Tuition Exemption**

Full-time (100% effort), non-faculty employees with at least one year of service may apply through their departments to receive the employee tuition exemption (see LSU Policy Statement 12 for qualification/application information). Certain fees may not be covered by this tuition waiver (e.g., excellence fees, utility fees and technology fees).

If employees have approved LSU Employee Exemption forms on file in the Office of Human Resource Management (HRM) by April 26, the exemption will be reflected on their fee bill.

If approved forms are not on file at that time, employees will be responsible for payment of all fees that appear

on the fee bill. The University must receive your payment, by May 20 to complete registration. If you fail to complete registration by that date, your courses will be purged, and you will be required to pay the **\$75** late registration charge. Call HRM at 225/578-8200 if you are late in requesting the exemption or have questions.

### **Over 65 Fee Exemption**

If you are age 65 or older before the first day of classes, you are eligible for a fee exemption. This exemption covers only instructional costs. To qualify for the exemption, continuing and admitted students who have not previously validated that they are age 65 or older must complete the following steps:

- By April 26, provide the Office of the University Registrar with proof of age (e.g., driver's license, birth certificate, etc.).
- Complete registration by May 20.
- Report to class the first class day.

If you do not provide proof of age by April 26, you will be responsible for payment of all fees that appear on your fee bill. You must complete registration by May 20, or your course(s) will be purged and you will be required to pay the **\$75** late registration service charge if you register after that date. Please call the Office of the University Registrar at 225/578-1696 for additional information.

### **Sponsors**

Sponsors are trusts, government agencies, or other organizations that are willing to pay all or a portion of a student's educational expenses. When prior written notice of a sponsor's intent to support a student has been received, the University will bill the sponsor for approved charges rather than require payment from the student. Transfer of your charges to a sponsor's account will be permitted only when specifically authorized in writing by the sponsor. Charges rejected or unpaid by the sponsors for any reason are the responsibility of the student along with possible late payment charges. Questions regarding sponsor billing should be directed to the Office of Bursar Operations.

### **◀ UNIVERSITY SUMMER TERM FEES ▶**

For current University fall fees, please consult the Office of Budget and Planning website at [www.bgtplan.lsu.edu](http://www.bgtplan.lsu.edu).

*Please note: The LSU Board of Supervisors may modify fees, board, and/or housing rates at any time without advance notice.*

**(For Stafford Loan and Unsubsidized Stafford Loan eligibility in a summer term, students must enroll in a minimum of four credit hours in Sessions A and/or B.)**

#### **GEOLOGY FIELD CAMP FEES**

Contact the Department of Geology and Geophysics at (225) 578-3353.

#### **THREE-WEEK SUMMER SHORT COURSES**

Students enrolled in three-week summer short courses are required to pay the \$10 registration fee (non-refundable), the university fee, and the nonresident fee, if applicable. These fees conform to the summer term fee schedule.

**SUMMER TERM REFUND SCHEDULE  
FOR SCHEDULE CHANGES/RESIGNATIONS  
AND CANCELLATIONS**

PERCENT	SESSION A	SESSION B
100%	June 4*	June 4*
90%	June 7-9	June 7-9
50%	June 10-22	July 10-15

**\*PAWS will not be available from 4:30 p.m., Friday, June 4, until 7:00 a.m., Monday, June 7.**

**◀ DIPLOMA FEES ▶**

Undergraduates

If you are an undergraduate and indicate via PAWS, or in your dean's office that you plan to graduate at the end of the upcoming semester or term, you will automatically be assessed the \$25 diploma fee.

If you pay the diploma fee and decide not to graduate, you will receive a full credit for the fee provided you indicate by July 23 (in your dean's office) that you are not graduating.

If you do not inform the university by July 23 that you are not graduating, you will have the difference between the diploma fee and duplicate diploma fee (\$10) credited to your account. The next time you indicate that you are going to graduate, you will be assessed the full diploma fee.

Graduate Students

If you have informed the Graduate School that you intend to graduate at the end of the upcoming semester or term, prior to the date on-line fee bills are available, your diploma and (if applicable) processing fee will be assessed and included on your fee bill. If you apply for your degree by the application deadline, but after fee bills are available, you will be billed at a later date.

Refer to the Academic Calendar in this booklet for specific dates regarding application to receive graduate degrees.

Refunds

If you pay the diploma and processing fee and decide not to graduate, you will receive a full credit for both fees provided that you notify the Graduate School by July 23. If you notify the Graduate School after that date, you will receive a full credit for the processing fee. You will have the difference between the diploma fee and duplicate diploma fee credited to your account. The next time that you indicate you plan to graduate, you will be assessed the full diploma and processing fee.

**◀ ADDITIONAL SERVICES ▶**

You may use PAWS to be assessed additional services fees on your fee bill. For the 2010 summer term all students may select the following types of additional services: **Dining Plans, Parking, Tiger Express, and Health Insurance**. In addition, part-time students may also elect to be assessed the **Student Health Center**

**and/or the Student Recreational Sports Complex fees.** To select an additional service use the Additional Service Fee Codes listed.

You will be able to select or change additional service selections via PAWS until your fee bill is generated on-line. **After your bill is published on-line, you must contact the individual office(s) providing the service(s) you have selected to change or delete charges on your account.**

### **Changing Additional Services**

Changing additional services is done in the same way as changing sections. For example, if you have selected dining plan 01002, and would like to change to dining plan 01003, simply add 01003. The add will be completed, and plan 01002 will be dropped. For TigerCASH, the new amount will be used and the old amount will be dropped.

### **◀ LSU DINING ▶**

You are invited to participate in a Meal Plan if you live on or off campus. Select a Meal Plan that meets your needs depending on your summer schedule. LSU Dining Meal Plans provide you with a balance between resident and retail options.

For a complete list of Meal Plans, contract terms and conditions, and days of service please visit our website [www.lsudining.com](http://www.lsudining.com). Meal Plans are non-refundable except upon official resignation from the university.

For additional information concerning dining service options, contact:

Tiger Card Office  
Louisiana State University  
LSU Student Union  
Baton Rouge, LA 70803  
(225) 578-4300

To make changes in meal plans call the Tiger Card Office (225/578-4300) or visit the office in the LSU Student Union. For policies concerning changes and cancellation please see our website at [www.tigercard.lsu.edu](http://www.tigercard.lsu.edu).

### **◀ PARKING ▶**

If you park a vehicle on campus, you must display a valid parking permit (vehicle hang tag or motorcycle sticker). When you request and/or receive a parking permit, you agree to abide by the LSU Parking, Traffic & Transportation Regulations.

**Those completing registration prior to May 20, will have their permits mailed to their billing address. It is the responsibility of faculty, staff and students to maintain a current mailing address with the Office of Parking, Traffic & Transportation at all times.** Lost or misdirected mail is not the responsibility of the Office of Parking Traffic & Transportation.

If you have not already selected a parking plan for the 2009 permit year, the first time you access PAWS, you will be asked if you will park a vehicle on campus. If you indicate that you will, you will automatically be assessed for a one-semester automobile parking plan. If you want to change this selection, you will need to access the additional services fee selection menu on PAWS.

Students who do not complete registration (i.e. schedule courses and pay fees) prior to May 20 must obtain their permits at the Office of Parking Traffic and Transportation.

Student vehicles without hangtags or stickers will not be issued unregistered tickets prior to June 14 as long as they are parked in student parking zones. All other parking violations will be enforced. Beginning June 14, all vehicles not properly displaying a valid permit will be subject to receiving an unregistered violation. If you have a vehicle that cannot be secured, you may exchange your hangtag at no charge for a special windshield decal at the Office of Parking, Traffic & Transportation. Visit the office in the Public Safety Building or call (225) 578-5000 for additional information concerning parking on campus.

### Cost

If you paid \$100 for parking for the fall or spring semester, you have paid for the entire academic year and do not have to make a parking fee selection using PAWS to continue parking on campus. The cost of a summer parking permit is \$50.

Students changing parking plans via PAWS must use the correct **additional service fee code**. The codes are located to the right of the parking option description.

### Parking Zones

The following list explains the various campus parking zones and options. For descriptions of the parking zones, refer to the campus parking map available from the Office of Parking, Traffic, & Transportation in the Public Safety Building.

### Parking Plan Descriptions and Fees

#### Commuter/Resident Parking - Zone 1

**Cost** (summer only) \$50 Add'l Svc Code - **02001**

*(Dark blue on the parking map)* This zone, open to all students and includes parking lots in the vicinity of Kirby Smith Hall, Tiger Stadium, CEBA, and Parker Coliseum. If you live off campus, or in Kirby Smith Hall, or the West Nicholson and Edward Gay Apartments, you should choose this zone.

#### Family Resident Parking - Zone 1

**Cost** (summer only)  
 (1 permit) \$50 Add'l Svc Code - **02001**  
 (2 permits) \$74 Add'l Svc Code - **02004**

*(Dark blue on the parking map)* This zone is open to residents who live in West Nicholson Apartments and Edward Gay Apartments. Married students who have two vehicles may select this option to obtain permits for both vehicles.

#### Greek Parking - Zone 2

**Cost** (summer only) \$50 Add'l Svc Code - **02001**

*(Magenta on the parking map)* This zone is open only to those residents of fraternity and sorority houses who are on a list submitted by the individual fraternity or sorority and approved by the Office of Greek Affairs.

#### Resident Parking - Zone 3

**Cost** (summer only) \$50 Add'l Svc Code - **02001**

*(Green on the parking map)* This zone is open to students who live in the following residence halls and apartments: Acadian, Annie Boyd, Blake, Broussard, East Campus Apartments, East Laville, Evangeline,

Grace King, Herget, Highland, Louise Garig, McVoy, Miller, West Lville, Graham, and the Pentagon (Jackson, Beauregard, LeJeune, and Taylor Halls).

**Law Parking - Zone 4**

**Cost** (summer only) \$50 Add'l Svc Code - **02001**

*(Purple on the parking map)* This zone is open to those students registered in the Law Center.

**Motorcycle**

**Cost** \$24 Add'l Svc Code - **02002**

This option is open to all students who park **only** a motorcycle on campus. **Please note** there is no charge for a motorcycle permit if you also have a vehicle permit. The motorcycle permit must be picked up from the Office of Parking, Traffic & Transportation in the Public Safety Building.

**Medical Parking - Zone M**

**Cost** (summer only) \$50 Add'l Svc Code - **02001**

Students who have a medical condition that requires special parking should initially select the **appropriate parking zone**. Students may be eligible for special medical parking if they have a temporary or permanent medical disability which affects walking.

This temporary medical permit may be issued after obtaining appropriate certification from a physician and will be issued only for the time period specified by that physician. Those with permanent disabilities need only show that they have been issued a valid state disabled plate or placard. Please contact the Office of Parking, Traffic and Transportation for additional details.

◀ **STUDENT HEALTH INSURANCE** ▶

<b>Health Insurance Plan and Fees</b>		<b>FEE CODE</b>
<b><u>INSURANCE PLAN</u></b>		
Basic Plan		
<b>Cost</b> Summer	\$230	<b>05001</b>
.....		
Standard Plan		
<b>Cost</b> Summer	\$246	<b>05002</b>
.....		
Enhanced Plan		
<b>Cost</b> Summer	\$283	<b>05003</b>

All full-time and part-time students who pay the Student Health Center fee are eligible to use the services of the Student Health Center. However, a reasonable level of supplemental health insurance (particularly coverage for hospital care) is strongly recommended for all students.

The University sponsors three levels of optional Student Health Insurance that provide coverage for students and their dependents. The three plans are: the Basic Plan (\$50,000 maximum benefit per accident/illness); the Standard Plan (\$100,000 aggregate maximum benefit per policy period); and the Enhanced Plan (\$250,000 aggregate maximum benefit per policy period). Stand-alone vision and dental plans are also available.

Students may have the “student only” premium assessed on their fee bills by selecting the appropriate Additional Service Code using PAWS. Insurance selected for the summer term provides coverage from June 5, 2010 through August 13, 2010. Dependent coverage cannot be added to fee bills; it can be paid directly to the Student Health Insurance Company by utilizing the electronic enrollment process on the insurance company’s website at [www.LSUstudentinsurance.com](http://www.LSUstudentinsurance.com).

For more information regarding the plan benefits and enrollment deadlines, or to obtain a copy of the insurance plan booklet, please visit the Student Health Center on campus (corner of West Chimes and Infirmary Road), the website [www.lsu.edu/shc](http://www.lsu.edu/shc) or [www.LSUstudentinsurance.com](http://www.LSUstudentinsurance.com), or call the SHI Company directly at 1-866-LSU-2010.

### **International Student Health Insurance Compliance**

It is **mandatory** that all non-immigrant international students, who hold **F and J visa statuses**, have **health insurance that is acceptable to the University**. Those students enrolling in the 2010 summer term will be **automatically charged** on their fee bill for health insurance plus a \$3 repatriation and medical evacuation fee unless they were enrolled in the Spring 2010 LSU plan. This charge provides students with health insurance coverage through August 13, 2010.

Under LSU Student Accident & Sickness Insurance Plan (SASIP), students with **F and J** visa statuses will be charged \$233 (basic medical plan and the repatriation and medical evacuation fee). To avoid the automatic charge, one of the following situations must apply:

- The student is not registered and on OPT/Academic Training or is registered as “Degree Only” for the 2010 summer semester. These students must enroll directly with LSU SASIP (1-800-285-8133) if they want to be covered by the LSU plan.
- The student is currently enrolled in any University approved private health insurance plan or in the 2009-2010 LSU Student Accident & Sickness Insurance Plan (SASIP) effective and paid through August 13, 2010.

**PLEASE NOTE:** Students and dependents who enrolled in the Spring 2010 LSU plan are automatically covered through August 13, 2010.

- A completed and signed “Insurance Coverage Evaluation” form is received, reviewed and approved by International Services (IS) on or before April 21, 2010 for initial fee bill assessment. Approval and waiver of the automatic insurance charge is contingent upon the student’s health insurance coverage fulfilling all the requirements listed on the form. Coverage must begin on or before June 7, 2010 and must end on or after July 29, 2010. Copies of insurance cards and/or policy brochures/statements are not accepted as proof of health insurance.

The following students should submit a “Summer 2010 Insurance Request” form to IS by April 21, 2010: **(a)** new incoming students holding F visa status who want to enroll in the Standard or Enhanced plan, including the repatriation and medical evacuation fee; (J students may only enroll in the Basic Plan based on United States Department of States regulations), **(b)** students who want to add dependents’ insurance charges to their fee bill for the 2010 summer semester.

**PLEASE NOTE:** Dependents of students who were added onto the Spring 2010 fee bill are automatically covered through August 13, 2010 along with summer enrollees. The Spring Plan is effective January 6, 2010 through August 13, 2010.

For further information regarding LSU health insurance requirements, or to obtain the “Insurance Coverage

Evaluation” form or the “Summer 2010 Insurance Request” form, students may visit IS in person at 101 Hatcher Hall, or visit the IS website at [www.lsu.edu/iso](http://www.lsu.edu/iso) (Select the “Insurance” link under “Current Students”).

Non-immigrant international students with visa statuses other than F and J must select the LSU Student Accident & Sickness Insurance Plan (SASIP) via PAWS (Registration Services → Additional Services) if they want to be covered by the LSU plan.

**\*\*NOTE:** Students with F and J visa statuses are automatically charged for LSU health insurance each and every semester they are registered with the University. To avoid the automatic charge, an “Insurance Coverage Evaluation” form must be submitted to IS each and every semester, regardless of coverage dates stated on previously submitted and/or approved waiver forms.

**\*\*\*NOTE: Intersession Enrollees:** The evaluation of health insurance coverage and the waiver change process applies to all F and J students enrolled in Intersession based on those specific intersession enrollment dates.

### ◀ **LSU MUSEUMS** ▶

#### **Additional Service Code - LSU MUSEUMS**

The LSU Museum of Art, Shaw Center for the Arts and LSU Rural Life Museum offer a student membership for \$15 per year.

Membership includes:

- free admission for one year
- invitations to members-only events
- discounts at both museum stores
- discounts at Tsunami, Capital City Grill and P.J.’s Coffee

Go to Additional Services and select **LSU MUSEUMS**.

For more information on the museums visit the websites: [www.lsumoa.com](http://www.lsumoa.com) and <http://rurallife.lsu.edu>.

### ◀ **STUDENT HEALTH CENTER** ▶ *(Part-Time Students)*

#### **Additional Service Fee Code - 06001**

The Student Health Center provides quality, affordable and convenient health care to LSU students in a large outpatient facility. Full-time students are automatically assessed a fee which entitles them to unlimited visits to primary care physicians. Part-time students may utilize the Center in one of two ways:

- Part-time students may elect to pay the same fee as full-time students (\$85) and be entitled to the same services as full-time students. You may add the Student Health Center fee by selecting the appropriate service code using PAWS.
- Part-time students may also elect to pay a \$25 per visit fee. This fee is paid at the time of each visit.

Ancillary charges such as laboratory, pharmacy and x-ray are the same for part and full-time students. Visit the Student Health Center (corner of West Chimes and Infirmary Road), the website at [www.lsu.edu/shc](http://www.lsu.edu/shc), or call 225-578-6271 for additional information regarding the services provided by the Center.

### ◀ **UNIVERSITY RECREATION** ▶

## **(Part-Time Students)**

### **Additional Service Fee Code - 04001**

The LSU Department of University Recreation provides students and the University community with the full gamut of recreational services, programs, facilities and equipment for weekday and weekend use year round.

- **Student Recreation Complex [SRC]:** A 121,000 square foot facility located at the corner of South Campus Drive and Minnie Fisk Drive, houses courts for racquetball, basketball, volleyball, and badminton, an indoor track, climbing gym, an inclusive weight/cardio/fitness room, aerobic and yoga studios, a 30-minute circuit room, and an indoor pool.
- **SRC Clubhouse:** Located adjacent to the SRC, the complex consists of tennis courts, multipurpose fields, adventure equipment rental, and sand volleyball courts.
- **Sport and Adventure Complex [SAC]:** The SAC, located on the corner of Gourrier Lane and River Road, consists of three multipurpose sport fields, and a challenge course.

To meet the diverse needs of students and the University community, a comprehensive and innovative recreation package including aquatics, intramural leagues, informal recreation, healthy lifestyle programming, sport clubs, adventure education, and youth camps is offered.

**Part-time Students** may use these facilities and services by selecting to be assessed the University Recreation fee of \$45 per semester (fall and spring) and \$31 for the summer term. You may add the fee using PAWS or by purchasing your membership at any UREC guest service location. If you use PAWS, use the Additional Service Fee Code 04001. Visit the Department of University Recreation, Student Recreation Complex, or call 225/578-8601 for additional information.

## **◀ TigerCASH ▶**

### **Additional Service Fee Code – 03001**

TigerCASH, a *free* debit card service to students, provides a safe, fast, and convenient way to make purchases at various locations on and off campus. TigerCASH is accepted at all dining facilities as well as several merchants off campus. TigerCASH is the only way to copy and print documents on campus. It is accepted at vending machines and all laundry facilities across campus.

To make a deposit to your TigerCASH account, you can go to our website, the Tiger Card Office, or your PAWS account during registration. With TigerCASH, there is no minimum deposit or semester fee. **Cash withdrawals cannot be made from the accounts.**

For a complete listing of all TigerCASH locations and to obtain additional information:

- Visit the Tiger Card Office - 7:30am – 5:00pm, Monday through Friday.  
Room 207, LSU Student Union  
(225) 578-4300
- Visit our website at [www.tigercard.lsu.edu](http://www.tigercard.lsu.edu)
- E-mail us at [tigercard@lsu.edu](mailto:tigercard@lsu.edu)

# CAMPUS INFORMATION

## ◀ CAMPUS CRIME PREVENTION ▶ GUIDE

***This information is provided pursuant to the Student-Right-To-Know Act also known as the Jeanne Clery Act.***

For more information on the LSU Police Department, or to check the daily blotter visit our website at [www.lsu.edu/police](http://www.lsu.edu/police).

LSU's crime statistics are published in accordance with the 1998 provisions of the Student Right-To-Know and Campus Security Act (Jeanne Clery Act) and can be found on the LSU Police Website ([www.lsu.edu/police](http://www.lsu.edu/police) - select Crime Info, then Crime Statistics). The information can also be found at the U.S. Department of Education, Office of Post secondary Education Website <http://ope.ed.gov/security>). This site will allow you to search and compare statistics with other institutions. You may also contact the LSU Police Department (225/578-3231) for a printed copy of the information. A copy of LSU's Annual Security Report is available at [www.lsu.edu/publicsafety](http://www.lsu.edu/publicsafety) - select Annual Security Report info or from LSU Police Website ([www.lsu.edu/police](http://www.lsu.edu/police)).

### EMERGENCY NUMBERS

LSU POLICE .....	911 or 578-3231
CRIMESTOPPERS .....	389-3361
BATON ROUGE CITY POLICE .....	(911)
EBR PARISH SHERIFF .....	(911)
BATON ROUGE FIRE DEPARTMENT .....	(911)

## ◀ LSU SUBSTANCE ABUSE/ DRUG ▶ ABUSE POLICY

LSU is committed to maintaining an environment which supports the research, teaching, and service mission of the University. The illegal or abusive use of drugs or alcohol by any member of the University community interferes with the accomplishment of this mission. Louisiana law prohibits the consumption, possession, distribution, possession with intent to distribute, or manufacture of drugs described as controlled dangerous substances in the *Louisiana Revised Statutes 40:964* and the illegal possession and/or consumption of alcohol.

A copy of LSU's Substance Abuse/Drug Abuse Policy is available at [www.lsu.edu/publicsafety](http://www.lsu.edu/publicsafety) - select Drug and Alcohol Awareness.

# INDEPENDENT & DISTANCE LEARNING COURSES

For enrollment and course information call IDL's Student Services at 578-3920 or 800-234-5046 or go to 1225 Pleasant Hall or visit our web site at [www.outreach.lsu.edu/idl](http://www.outreach.lsu.edu/idl). Students can enroll at any time. The cost is \$84 per credit hour plus a \$10 course processing fee. With the approval of the college dean, students can earn LSU credit through IDL Courses. Students do not attend class. The maximum time for course completion is 9 months, but some courses can be completed in as little as 9 weeks. Tuition is paid directly to the Independent & Distance Learning Office. Contact IDL for more information regarding deferment of fees.

## Independent & Distance Learning courses are not available through PAWS.

COURSE ABBR	NUM	TYPE	COURSE TITLE	HR CR	INSTR
<b>ACCOUNTING (ACCT)</b>					
ACCT	2001	COR	INTRODUCTORY FINANCIAL ACCOUNTING	3.0	HOLMES J
ACCT	2101	COR	INTRODUCTORY MANAGERIAL ACCOUNTING	3.0	RAKOW K
ACCT	3001	COR	INTERMEDIATE ACCOUNTING I	3.0	TIRAS S
ACCT	3021	COR	INTERMEDIATE ACCOUNTING II	3.0	DENSTEL C
ACCT	3121	COR	COST ANALYSIS & CONTROL	3.0	CHENIER J
ACCT	3221	COR	INCOME TAX ACCOUNTING I	3.0	CRUMBLY L
ACCT	3222	COR	AUDITING	3.0	DeLAUNE L
ACCT	4022	COR	ADVANCED ACCOUNTING	3.0	LEGORIA J
ACCT	4235	COR	FRAUD AUDITING AND FORENSIC ACCOUNTING	3.0	LAFLEUR L
ACCT	4421	COR	GOVERNMENTAL & INSTITUTIONAL ACCOUNTING	3.0	TORRES D
<b>AFRICAN AND AFRICAN-AMERICAN STUDIES (AAAS)</b>					
AAAS	2000	COR	INTRO TO AFRICAN AND AFRICAN-AMERICAN STUDIES	3.0	JACKSON J
<b>ANTHROPOLOGY (ANTH)</b>					
ANTH	1001	COR	INTRO TO PHYSICAL ANTHROPOLOGY & PREHISTORY	3.0	LEBLANC T
ANTH	1003	COR	INTRO TO CULTURAL/SOCIAL ANTHROPOLOGY	3.0	LEBLANC T
<b>BIOLOGICAL SCIENCES (BIOL)</b>					
BIOL	1001	COR	GENERAL BIOLOGY	3.0	THOMPSON K
BIOL	1002	COR	GENERAL BIOLOGY	3.0	SULLIVAN K
BIOL	2160	COR	HUMAN PHYSIOLOGY	3.0	FARRAR R
<b>BUSINESS LAW (BLAW)</b>					
BLAW	3201	COR	BUSINESS LAW	3.0	BROOKS K
BLAW	4203	COR	COMMERCIAL TRANSACTIONS FOR ACCOUNTANTS	3.0	BROOKS K
<b>CLASSICAL STUDIES (CLST)</b>					
CLST	2090	COR	GREEK & ROMAN MYTHOLOGY	3.0	WATANABE A
<b>COMMUNICATION STUDIES (CMST)</b>					
CMST	2010	COR	INTERPERSONAL COMMUNICATION	3.0	HEBERT L
CMST	2063	COR	ARGUMENTATION & DEBATE	3.0	BUTCHER J
<b>CURRICULUM AND INSTRUCTION (EDCI)</b>					
EDCI	3000	COR	CHILDREN'S LITERATURE	3.0	CANTEY C
<b>DAIRY SCIENCE (DARY)</b>					
DARY	1048	COR	ELEMENTS OF DAIRYING	3.0	ACHACOSO A

COURSE ABBR	TYPE NUM	COURSE TITLE	HR CR	INSTR
<b>ECONOMICS (ECON)</b>				
ECON	2000	COR PRINCIPLES OF MICROECONOMICS	3.0	KORAY F
ECON	2010	COR PRINCIPLES OF MACROECONOMICS	3.0	KORAY F
ECON	2030	COR ECONOMIC PRINCIPLES	3.0	KORAY F
ECON	2035	COR MONEY, BANKING & MACROECONOMIC ACTIVITY	3.0	KORAY F
<b>EDUCATIONAL LEADERSHIP, RESEARCH &amp; COUNSELING (ELRC)</b>				
ELRC	3200	COR CLASSROOM ASSESSMENT	3.0	JONES L
<b>ENGLISH (ENGL)</b>				
ENGL	1001	COR ENGLISH COMPOSITION	3.0	CHANEY C
ENGL	2001	COR ADVANCED ENGLISH COMPOSITION	3.0	JACOBS D
ENGL	2002	COR BUSINESS WRITING	3.0	JACOBS D
ENGL	2025	COR FICTION	3.0	WILLIAMS K
ENGL	2027	COR POETRY	3.0	WILLIAMS K
ENGL	2029	COR DRAMA	3.0	PULLIAM J
ENGL	2123	COR STUDIES IN LITERARY TRADITIONS & THEMES: HORROR	3.0	PULLIAM J
ENGL	2175	COR CIVIL WAR IN LITERATURE	3.0	PULLIAM J
ENGL	2710	COR DESCRIPTIVE GRAMMAR OF ENGLISH	3.0	ABRAHAM J
ENGL	3002	COR TECHNICAL WRITING	3.0	BEALE D
ENGL	3020	COR BRIT LIT I: MIDDLE AGES, RENAISSANCE, & 18TH CENTURY	3.0	GLADMAN G
ENGL	3022	COR BRIT LIT II: ROMANTICS, VICTORIANS, & MODERNS	3.0	GLADMAN G
ENGL	3070	COR AMERICAN LITERATURE I: FORGING A NATION	3.0	ROHLOFF J
ENGL	3072	COR AMERICAN LITERATURE II: COMING OF AGE	3.0	ROHLOFF J
*** ENGL 3124 *** CROSS LISTED WITH REL 3124				
ENGL	3124	COR THE LITERATURE OF THE ENGLISH BIBLE	3.0	LEWIS C
ENGL	3593	COR SURVEY OF WOMEN & LITERATURE	3.0	ROHLOFF J
<b>ENVIRONMENTAL STUDIES (ENVS)</b>				
ENVS	1000	COR ENVIRONMENT & TECHNOLOGY: PERSPECTIVE ON ENVIRONMENTAL PROBLEMS	3.0	BAHR L
<b>FINANCE (FIN)</b>				
FIN	3715	COR BUSINESS FINANCE	3.0	HINES R
<b>GEOGRAPHY (GEOG)</b>				
GEOG	1001	COR HUMAN GEOGRAPHY: AMERICAS & EUROPE	3.0	MURRAY J
GEOG	1003	COR HUMAN GEOGRAPHY: AFRICA & ASIA	3.0	MURRAY J
<b>GEOLOGY (GEOL)</b>				
GEOL	1001	COR GENERAL GEOLOGY: PHYSICAL	3.0	STAFF
GEOL	1003	COR GENERAL GEOLOGY: HISTORICAL	3.0	STAFF
<b>GERMAN (GERM)</b>				
GERM	1101	COR ELEMENTARY GERMAN	4.0	STAFF
GERM	1102	COR ELEMENTARY GERMAN	4.0	STAFF
GERM	2101	COR INTERMEDIATE GERMAN	3.0	STAFF
GERM	2102	COR INTERMEDIATE GERMAN	3.0	STAFF
GERM	2155	COR READINGS IN GERMAN LITERATURE	3.0	STAFF
<b>HISTORY (HIST)</b>				
HIST	1001	COR WESTERN CIVILIZATION TO 1500	3.0	NAMIKAS L
HIST	1003	COR WESTERN CIVILIZATION SINCE 1500	3.0	NAMIKAS L
HIST	2055	COR US HISTORY TO 1865	3.0	OUTLAND R
HIST	2057	COR US HISTORY FROM 1865 TO PRESENT	3.0	OUTLAND R
HIST	3071	COR LOUISIANA	3.0	REONAS M

COURSE ABBR	NUM	TYPE	COURSE TITLE	HR CR	INSTR
HIST	4051	COR	COLONIAL AMERICA, 1607 TO 1763	3.0	OUTLAND R
HIST	4052	COR	AMERICAN REVOLUTION, 1763 TO 1789	3.0	OUTLAND R
HIST	4130	COR	WORLD WAR II	3.0	HILL K
HIST	4140	COR	VIETNAM WAR	3.0	REONAS M

### HUMAN RESOURCE EDUCATION (HRE)

HRE	2053	COR	OCCUPATIONAL SAFETY	3.0	WEIGAND M
HRE	3000	COR	WORD PROCESSING	3.0	JOHNSON G
HRE	4025	COR	PRINCIPLES OF ADULT EDUCATION	3.0	JOHNSON G

### INFORMATION SYSTEM AND DECISION SCIENCE (ISDS, FORMERLY QBA)

ISDS	3115	COR	INTRODUCTION TO OPERATIONS MANAGEMENT	3.0	KELLE P
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### KINESIOLOGY (KIN)

KIN	1600	COR	PERSONAL & COMMUNITY HEALTH PROBLEMS	3.0	STAFF
KIN	2600	COR	HUMAN SEXUALITY	3.0	DOMANGUE E

### LATIN (LATN)

LATN	1001	COR	ELEMENTARY LATIN	4.0	WHEELER W
LATN	2051	COR	INTERMEDIATE LATIN	4.0	WHEELER W

### LIBRARY AND INFORMATION SCIENCE (LIS)

LIS	1001	COR	LIBRARY RESEARCH METHODS AND MATERIALS	1.0	BLESSINGER K
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### MANAGEMENT (MGT)

MGT	3200	COR	PRINCIPLES OF MANAGEMENT	3.0	STAFF
MGT	3320	COR	HUMAN RESOURCE MANAGEMENT	3.0	HINES R
MGT	3500	COR	MANAGEMENT & ORGANIZED LABOR RELATIONSHIPS	3.0	CHANDLER T
MGT	4620	COR	HUMAN BEHAVIOR IN ORGANIZATIONS	3.0	STAFF

### MARKETING (MKT)

MKT	3401	COR	PRINCIPLES OF MARKETING	3.0	KARAM T
MKT	3411	COR	CONSUMER ANALYSIS & BEHAVIOR	3.0	MCCLAREN R
MKT	3413	COR	MARKETING RESEARCH	3.0	MCCLAREN R
MKT	3421	COR	MARKETING COMMUNICATIONS: PROMOTION	3.0	MCCLAREN R
MKT	3431	COR	RETAILING MANAGEMENT	3.0	MCCLAREN R
MKT	3441	COR	BUSINESS MARKETING	3.0	MCCLAREN R
MKT	4423	COR	SALES MANAGEMENT	3.0	MCCLAREN R
MKT	4443	COR	INTERNATIONAL MARKETING	3.0	MCCLAREN R

### MASS COMMUNICATION (MC)

MC	4011	COR	SCHOLASTIC JOURNALISM	3.0	SYLVESTER J
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### MATHEMATICS (MATH)

MATH	1009	COR	MATH FOR PROSPECTIVE ELEM. SCHOOL TEACHERS-I	3.0	KURTZ S
MATH	1010	COR	MATH FOR PROSPECTIVE ELEM. SCHOOL TEACHERS-II	3.0	COOPER J
MATH	1015	COR	BASIC MATHEMATICS & APPLICATIONS	3.0	NEAL K
MATH	1021	COR	COLLEGE ALGEBRA	3.0	FITCH G
MATH	1022	COR	PLANE TRIGONOMETRY	3.0	NEAL K
MATH	1025	COR	MATHEMATICS OF COMMERCE	3.0	WHITE T
MATH	1029	COR	INTRODUCTION TO CONTEMPORARY MATHEMATICS	3.0	LEDET J
MATH	1431	COR	CALCULUS WITH BUSINESS & ECONOMIC APPLICATIONS	3.0	BRITT P W
MATH	1435	COR	MATHEMATICS FOR BUSINESS ANALYSIS	3.0	BRITT P W
MATH	1550	COR	ANALYTIC GEOMETRY & CALCULUS I	5.0	HARHAD A

COURSE ABBR	NUM	TYPE	COURSE TITLE	HR CR	INSTR
MATH	1552	COR	ANALYTIC GEOMETRY & CALCULUS II	4.0	HARHAD A
MATH	2057	COR	MULTIDIMENSIONAL CALCULUS	3.0	BRITT P W
MATH	2085	COR	LINEAR ALGEBRA	3.0	BRITT P W
MATH	2090	COR	ELEM. DIFFERENTIAL EQUATIONS WITH LINEAR ALGEBRA	4.0	BRITT P W
MATH	3355	COR	PROBABILITY	3.0	BRITT P W

### MUSIC (MUS)

MUS	1751	COR	MUSIC APPRECIATION	3.0	STAFF
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### PHYSICAL SCIENCE (PHSC)

PHSC	1001	COR	PHYSICAL SCIENCE	3.0	CALL J
PHSC	1002	COR	PHYSICAL SCIENCE	3.0	CALL J

### PHYSICS (PHYS)

PHYS	2001	COR	GENERAL PHYSICS	3.0	DRISCOLL T
PHYS	2002	COR	GENERAL PHYSICS	3.0	STAFF

### POLITICAL SCIENCE (POLI)

POLI	2051	COR	AMERICAN GOVERNMENT	3.0	STAFF
POLI	2053	COR	CONTEMPORARY POLITICAL SYSTEMS	3.0	STAFF
POLI	2057	COR	INTRODUCTION TO INTERNATIONAL POLITICS	3.0	STAFF
POLI	2060	COR	INTRODUCTION TO POLITICAL THEORY	3.0	STAFF
POLI	2070	COR	PUBLIC POLICY MAKING: AN INTRODUCTION	3.0	BLAIR W

### PSYCHOLOGY (PSYC)

PSYC	2000	COR	INTRODUCTION TO PSYCHOLOGY	3.0	STAFF
PSYC	2004	COR	PSYCHOLOGY OF ADJUSTMENT	3.0	STAFF
PSYC	2040	COR	SOCIAL PSYCHOLOGY	3.0	BRENNAN A
PSYC	2060	COR	EDUCATIONAL PSYCHOLOGY	3.0	DAMMERS P
PSYC	2070	COR	DEVELOPMENTAL PSYCHOLOGY OF THE LIFE SPAN	3.0	MATHEWS R
PSYC	2076	COR	CHILD PSYCHOLOGY	3.0	BRENNAN A
PSYC	2078	COR	ADOLESCENT PSYCHOLOGY	3.0	KNAPP J
PSYC	3081	COR	PERSONALITY	3.0	STAFF
PSYC	3082	COR	INTRODUCTION TO ABNORMAL PSYCHOLOGY	3.0	STAFF

### RELIGION (REL)

	***	REL 3124 ***	CROSS LISTED WITH ENGL 3124		
REL	3124	COR	THE LITERATURE OF THE ENGLISH BIBLE	3.0	LEWIS C

### SOCIOLOGY (SOCL)

SOCL	2001	COR	INTRODUCTION TO SOCIOLOGY	3.0	STAFF
SOCL	2501	COR	CURRENT SOCIAL PROBLEMS	3.0	WARD A
SOCL	2505	COR	MARRIAGE & FAMILY RELATIONSHIPS	3.0	GRIMES M
SOCL	4461	COR	CRIMINOLOGY	3.0	STEVENSON G
SOCL	4521	COR	SEX ROLES IN CONTEMPORARY SOCIETY	3.0	ANDERSON M

### SPANISH (SPAN)

SPAN	1101	COR	ELEMENTARY SPANISH	4.0	STAFF
SPAN	1102	COR	ELEMENTARY SPANISH	4.0	LOTTEN S
SPAN	2101	COR	INTERMEDIATE SPANISH	3.0	BAENA A
SPAN	2102	COR	INTERMEDIATE SPANISH	3.0	BAENA A
SPAN	2155	COR	SPANISH TEXTUAL COMMENTARY	3.0	MARTINEZ N

**THEATRE (THTR)**

THTR 1020 COR INTRODUCTION TO THEATRE

3.0

STAFF

***FOR MORE INFORMATION CALL COLLEGE STUDENT SERVICES AT  
225/578-3920, 1-800-234-5046 OR VISIT THE WEBSITE AT  
[WWW.OUTREACH.LSU.EDU/IDL](http://WWW.OUTREACH.LSU.EDU/IDL)***