Tusculum College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone, 404-679-4501) to award baccalaureate degrees, and the Master of Arts in education and the Master of Arts in organizational management. Tusculum College does not discriminate on the basis of sex, color, race, age, religion, ethnic origin, or handicap in the selection of its applicants.

The Tusculum College catalog is not to be construed as a contract. This catalog does present policies and programs as accurately as possible at the time of publication, but the College reserves the right to alter any part or section as deemed necessary.
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OUR MISSION

TUSCULUM COLLEGE remains true to its origins as a church-related institution of higher learning in the civic republican tradition by developing educated citizens distinguished by academic excellence, public service, and qualities of Judeo-Christian character. The College reflects the ideal of its civic arts heritage through its commitment both to integrity and to the development of strong citizenship qualities in the traditional-aged students from diverse backgrounds as well as the working-adult students from the region. Furthermore, the College uses innovative approaches to teaching and learning at the undergraduate and Master’s levels to instill factual knowledge, cultivate the habits of practical wisdom, and develop the skill of reflective thinking, all necessary for personal success in a democratic society.
SIZE: Tusculum College has a combined campus and off-campus enrollment of about 2,300 students with a student-faculty ratio of 16 to 1. The College believes that learning is an intimate process best supported on a personal basis between teacher and student and that no environment nurtures this process more completely than a small college community.

LOCATION: Tusculum is located east of Greeneville, Tennessee, a growing community of 15,200. The population of Greene County, including the City of Greeneville, is around 63,000. The 140-acre campus is situated in picturesque Northeast Tennessee. The College maintains a regional center for Graduate and Professional Studies in Knoxville, Tennessee.

Located between Knoxville and the Tri-Cities area of Bristol, Kingsport, and Johnson City, Tennessee, Tusculum College is easily accessible by automobile, interstate bus lines, and airlines. Interstate Highway 81 is 10 miles from campus. Major airlines serve each of these airports: The Tri-Cities Regional Airport (40 miles), the Knoxville McGhee-Tyson Airport (80 miles), and the Asheville, North Carolina Regional Airport (70 miles).

ACCREDITATION: Tusculum is accredited by the Southern Association of Colleges and Schools to award baccalaureate degrees and the Master of Arts in education and the Master of Arts in organizational management. Tusculum is an institutional member of the Association of American Colleges and Universities, The Council of Independent Colleges, The National Council of Educational Opportunities, the National Commission on Accrediting, the Commission on Christian Higher Education, the Presbyterian College Union, the Tennessee College Association, and the Tennessee State Board of Education. The College is also on the approved list of the American Medical Association, the New York State Board of Regents and the American Association of University Women. Tusculum College is an institutional member of the Appalachian College Association.

FACILITIES: The Tusculum College campus consists of 140 acres. The College has occupied this rolling, wooded site since 1818, and the campus is a striking combination of modern structures and historic red brick buildings clustered in the shade of sheltering oaks.

Among major academic facilities, Virginia Hall, originally designed by noted architect Louis Sullivan, enjoyed a major renovation in 1994 and celebrated its 100th anniversary in 2001. It is the central arrival point for new and prospective students on campus. In addition to housing computer laboratories, Virginia Hall is home to the Northeast Tennessee division of the Graduate and Professional Studies Program as well as offices for the Registrar, Admissions, and Financial Aid. It also contains several classrooms and various other offices.

Just across the street from Virginia Hall is the Annie Hogan Byrd Fine Arts Building, where many community activities take place. The
The Annie Hogan Byrd Fine Arts Building

building contains a 700-seat auditorium, which has recently undergone several significant improvements, a 200-seat arena theatre and the J. Clement Allison Gallery.

The library, which is undergoing a major expansion and renovation scheduled to be completed in January 2005, serves all Tusculum students with a collection exceeding 185,000 book and microform texts, more than 20,000 periodical titles, records, films, audio and visual tapes, and Internet capability. The Coffin Collection (the original college library of 1794-1827), the Andrew Johnson Library, and the College archives are housed in the President Andrew Johnson Museum and Library.

The Herbert L. Shulman Center is built in an attractive circular design. The Center’s primary use is as the site of studios and offices for the Visual Arts program. Other academic facilities include Tredway Science Hall and Rankin Hall.

Tusculum College athletic facilities are among the best among East Tennessee institutions of higher learning. In the late 1990s, the Niswonger Commons building opened on the main campus, including within its attractive structure a gymnasium-swimming pool complex that incorporates the 2,000-seat Alpine Arena and a weightroom/fitness center. The Commons also houses a full-service post office, bookstore, a 24-hour computer lab, television studio facilities, the campus telecommunications center, a campus living room, classrooms, a campus security office, and various offices for faculty and staff.

Through the generous support of business and community leader Scott M. Niswonger, who is a member of Tusculum College’s Board of Trustees, a new, modern athletics complex, which in October 2003 was dedicated in Mr. Niswonger’s honor, enhances Tusculum’s campus. Its major features include a fieldhouse located behind the west end zone of Pioneer Field, featuring large locker area facilities that can be
divided into four locker rooms. An indoor practice and soccer facility with interior space of about 240 by 185 feet features a special high-quality, realistic turf of a type also used by the University of Nebraska, University of Washington and the NFL’s Seattle Seahawks.

With improvements made through the athletics complex development project, Pioneer Field’s seating capacity is now at 3,500. New parking facilities have been added through the project.

New and improved pedestrian ways, fencing and lighting in the athletics complex area were developed in a style to match that already on the campus.

A modern press box facility, built to blend with the architectural style of the campus’s most historic facilities, is also part of the athletics complex project.

A baseball stadium, Pioneer Park, was added to the complex in 2004. The stadium, used by both the Tusculum Pioneers baseball team and the new Greeneville Astros professional team, has a seating capacity of 2,500 and features a covered seating area.

Overall, Tusculum’s sports facilities include lighted football, baseball, soccer and softball fields, an intramural field, and six lighted tennis courts that support a variety of outdoor activities as well as physical education instruction.

The Charles Oliver Gray Complex includes four separate buildings—three are women’s residence halls and the fourth houses the professional education and special education programs, a curriculum library and instructional materials center, along with general classrooms and faculty offices.

Eight buildings and the arch are on the National Register of Historic Places: Doak House (1818), Old College (1841), McCormick Hall (1887), Welty-Craig Hall (1891), Virginia Hall (1901), The Library (1910), Haynes Hall (1914), The Arch (1917), and Rankin Hall (1923).
A BRIEF HISTORY OF THE COLLEGE

The roots of Tusculum College are buried deep in early American frontier history.

In 1794, George Washington was president of a young country and the state of Tennessee was still two years away from becoming a reality. In what is now East Tennessee, Hezekiah Balch and Samuel Doak, Presbyterian ministers educated at the College of New Jersey (now Princeton University), were ministering to the pioneers of what was the southwestern frontier of the United States. They also desired to meet the educational needs of these Scots-Irish settlers. Doak and Balch, although they did not always see eye-to-eye, were visionaries ultimately seeking the same goals through the rival colleges they established: they wanted to educate settlers of the American frontier so that they would become better Presbyterians, and therefore, in their vision, better citizens.

Tusculum College as it now exists descends from two schools. The first, Greeneville College, was chartered in September 1794 by the General Assembly of the Territory of the United States South of the Ohio River, and established by Hezekiah Balch. The second was founded as Tusculum Academy in 1818 by Samuel Doak and his son Samuel Witherspoon Doak.

Tusculum Academy operated in a log cabin adjacent to the present site of Tusculum College. When the academy became Tusculum College in 1844, Andrew Johnson, who was to become 17th President of the United States, was one of its trustees. Johnson often walked the five miles to and from Greeneville to participate in the debating activities at Tusculum.

A merger in 1868 formed Greeneville and Tusculum College. In 1908, Greeneville and Tusculum College merged with Washington College, creating Washington and Tusculum College. This union dissolved in 1912, and thus evolved modern-day Tusculum College. The College received formal accreditation by the Southern Association of Colleges
From the outset, the flux of early American culture was reflected in the life of the institution. As the pioneer settlers thrived, so did the College. As the area was torn apart during the Civil War, so were the two institutions that are Tusculum’s twin roots. College buildings served as barracks for soldiers, scientific apparatus was destroyed, and library holdings were scattered and stolen.

Ultimately, the College survived it all. It made it through financial difficulty and near-disastrous enrollment droughts during World War I and World War II. It endured the Civil War through the merger of the two institutions. The College survived these devastating events only to rebound into an institution stronger than it was before.

There are many people who played important roles in the development of the institution. It is difficult to guess what Tusculum College would be like today without early influences such as Charles Coffin, Cyrus and Nettie McCormick, Charles Oliver Gray, Landon Carter “Daddy” Haynes, and a host of others too numerous to mention individually. Of all of these people, Nettie Fowler McCormick undoubtedly had the largest and most visible impact on the College. She was the widow of Cyrus Hall McCormick, the inventor of a famous mechanized reaper. Through McCormick philanthropy, five major buildings were added on campus. McCormick Hall, built in 1887, remains the central landmark on the campus and is a living memorial to this notable family.

Tusculum College is the oldest college in Tennessee, the 28th oldest in the nation, and the 23rd oldest operating college in the country. In addition, Tusculum is the oldest coeducational institution affiliated with the Presbyterian Church (U.S.A.) and an early national pioneer in the admission of women. Tusculum accepted women students early in its history, and it is notable that by the turn of the 20th century more than half of its students were women.

In 1984, Tusculum College made a major commitment to serve adult students in extended campus locations throughout East Tennessee. Tusculum’s rich heritage provides a firm foundation that sustains extended learning opportunities for adults through the Graduate and Professional Studies Program.
REGARDING THE CIVIC ARTS

As a civic arts institution, Tusculum College is uniquely prepared to offer education that leads to effective citizenship. The information below describes some of the distinctive features that contribute to making this literally a one-of-a-kind experience in higher education.

A. What is meant by “Civic Arts?”

The term “liberal arts” is used so often in so many different ways that its meaning has tended to become lost or ambiguous. Some use the term in reference to almost any small private college. Others use it to refer to a curriculum that includes a range of courses in a variety of subjects. At Tusculum we have developed the term “Civic Arts” in order to recapture the original meaning of the phrase “liberal arts” as it was first used by Cicero, the Roman orator, philosopher, statesman, and educator from whose villa our college takes its name. This original meaning referred to those skills, attitudes, and abilities appropriate to citizenship in a democratic society.

We draw strength for implementing the Civic Arts mission of the college from two traditions that have undergirded the institution throughout its 200-year history and have provided the College’s guiding virtues. On one hand, the Judeo-Christian heritage was uppermost in the minds of our Presbyterian founders and continues to figure in our ongoing connection to the church. This tradition, in addition to its richness of spiritual insight, has a special role in promoting the virtue of Compassion.

On the other hand, the civic republican tradition, including Plato, Aristotle, Cicero, Cato, and others leading right up to the present time, emphasizes citizens working together to form good societies — that in turn nurture individuals of good character. Such virtues as Courage (moral and physical), Self-Control (moderation, responsibility and self-discipline), and Justice (fairness) are all prominent in the civic republican tradition. Particular emphasis is placed on practical wisdom. Within the tradition, this term carries a special meaning. It indicates careful thinking with other citizens, guided by the virtues listed above in order to determine a course of action that will enhance the good of the community.

Drawing on these two traditions then, the Civic Arts embrace such things as active and empathetic listening, the ability to present one’s thoughts clearly in speaking or writing, the ability to analyze situations carefully and solve problems creatively, consistent use of the virtues embodied in the traditions for personal and public decision making, and respect for one’s own cultural heritage and that of others.

B. How are the Civic Arts built into Tusculum College?

Five principal avenues integrate the Civic Arts into academic life at Tusculum College: the Focused Calendar, the Commons Core Curriculum, the Competency Program, Service-Learning, and Major Programs.
of Study. Each of these is discussed below.

1. Focused Calendar.

At Tusculum, a semester is comprised of four blocks, each three and one-half weeks long. A student takes one course per block. We call this a focused calendar because students and faculty can concentrate on one course without the distraction of having to prepare other courses at the same time. This calendar was implemented in order to produce a distinctive teaching and learning environment.

Since classes meet for an average of three hours daily, students and faculty are able to get to know each other quite well, facilitating exchange of ideas among all members of the class — transforming the classroom into a model of a community. In addition to transmitting knowledge, such classes actively engage students in their own learning. The focused calendar allows time for serious listening and critical thinking, as well as for learning to communicate clearly. In the process, students and faculty connect the subject matter of the course to their lives and the life of the community more directly than is normally possible.

Some additional benefits of the focused calendar include:

a. Field trips, laboratory work, and other out-of-classroom experiences are readily arranged since there are no conflicts with other classes. Recently, courses have included extended trips to Belize, Atlanta, Chicago, and Washington, D.C., while dozens of other courses have included overnight or day trips as an integrated part of their curriculum.

b. Retention of material is enhanced due to the concentration encour-
aged by the calendar itself and the fact that classroom environment and a wider range of teaching methods more directly connect the knowledge gained to students’ lives.

c. Films, dramatic productions or other modes of presentation, where appropriate, can be used within the context of a class, while still allowing time for discussion.

d. Close contact with students allows early identification of students needing extra help as well as advanced students who are ready for extra challenges.

e. Students have the opportunity to develop personal skills of self-discipline and time management since the schedule provides blocks of discretionary time.

2. Commons Core Curriculum.

While most colleges utilize a “distribution” approach to general education, involving students in a series of unrelated introductory courses in various disciplines, the Commons at Tusculum College is a true core consisting of a set of courses required of all students. Many of the Commons courses are designed by teams of faculty from across the campus. More important, the Commons courses provide the depth of understanding, the intellectual background, and the creativity and imagination required of citizens in effectively addressing the problems confronting society.

3. Competency Program.

Many institutions assume that students will have developed their academic abilities simply by taking and passing courses. At Tusculum, the Competency Program emphasizes the continuing development of student competence in writing, analytical reading, critical analysis, computer literacy, mathematics, public speaking, civility, the ethics of social responsibility, and self-knowledge. Students graduate with a solid foundation in the academic skills and habits of character essential both to success in graduate school and professional life and to meaningful civic participation. A more detailed description of the Civic Arts Education Program is found later in this catalog.

4. Service Learning.

Service is an integral part of the curriculum at Tusculum. Many courses include service components. In addition, as part of the Commons Core Curriculum, all students have the opportunity for practical experience outside the classroom and a chance to serve the community. Students acquire valuable skills in areas such as leadership, collective decision-making, communication, working in groups, and public problem-solving. Most important, students gain knowledge of their ability to work together in order to make a difference. Further details are found later in this catalog.

5. Major Programs of Study.

An important element of civic contribution is the ability to make a
living by performing meaningful work in the community. The major programs of study at Tusculum are similar in some ways to majors at other institutions. A dedicated faculty, highly qualified in their respective areas of expertise, work with students to develop concentrated professional knowledge that will be useful in graduate school or in various vocations. The civic arts focus of the college’s mission provides a deeper context for the knowledge and skills acquired in a student’s major. Coursework and field experiences prepare students not only to function within the specialized area but to relate that specialized knowledge to the general welfare of the larger community.

In addition, work in the Commons and Service-Learning courses contributes to the strengthening of the very skills that so many reports have indicated as crucial to professional success: clear communication, critical analysis, problem solving, interpersonal skills, and ethical decision making. This enriched educational context provides exceptional professional preparation for our students in all the various major programs of study offered by the college.

C. How do Tusculum’s distinctive programs affect me as a student at Tusculum College?

Students enrolling in Tusculum College should be prepared to spend a significant portion of each day in diligent study. In an academic community such as Tusculum, academic rigor is valued; professors will expect much of you, while also providing the support you need to be successful. Your effort will not only reap individual dividends of academic success but also is important in maintaining an intellectual atmosphere conducive to learning. While much can be learned from the well-qualified faculty, it is also true that much is learned from interactions with fellow students. The better prepared each student is, the richer is the academic climate for all.

There are numerous opportunities to become involved in campus organizations, clubs, volunteer service in the community, college governance, intramurals, and intercollegiate athletics. All of these provide experiences that are enjoyable in their own right while also developing the skills of working with others toward a common goal, even when it is necessary to work through disagreements. Such experience and skill are invaluable for civic life.

D. How do Tusculum’s distinctive programs affect graduates?

Your time spent pursuing a degree at Tusculum College is probably the most important investment you can make. The College has had a long history of success from graduates in its various major programs of study. The Civic Arts mission of the College, Commons Curriculum, and other reforms, all work together in an integrated way to prepare citizens for effective participation in professional, public, and personal life. The bold initiatives of the institution are gaining increasing national recognition, further enhancing the value of your degree from Tusculum College.
TUSCULUM COLLEGE 2004-2005

TUITION AND FEES

Charges for the 2004-2005 academic year at Tusculum College are listed below.

Residential College

Standard Full-time Charges

<table>
<thead>
<tr>
<th>RESIDENT STUDENTS</th>
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</thead>
<tbody>
<tr>
<td>Tuition (12 to 16 hrs/semester)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Room and board</th>
</tr>
</thead>
<tbody>
<tr>
<td>Haynes</td>
</tr>
<tr>
<td>Apartment</td>
</tr>
<tr>
<td>Other</td>
</tr>
</tbody>
</table>

Tuition under 12 hrs/semester (per hour) $680
Tuition over 16 hrs/semester (per hour) $680
Tuition (summer sessions) — see note below

Summer tuition is billed separately depending upon the course of study. Normally the College offers a significant reduction in tuition rates for this period.

Audit fee (per course) $100

The following may audit courses without charge:
Full-time Tusculum College students enrolled in degree programs; full-time Tusculum College faculty/staff; former full-time Tusculum College faculty/staff who retired from those positions.

Portfolio assessment fee $150
Portfolio recording fee per semester hour requested $40
Registration for applied music courses, described in the Music section of the catalog, does not incur an overload fee but does require an applied music fee for each registration.

Applied music fees (per semester registration) $170
Late registration fee $50
Late payment fee $25
Graduation fee $75
Technology fee $250
Activity fee $50

Required deposits

<table>
<thead>
<tr>
<th>Resident Students</th>
<th>Commuting Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Intention to enroll</td>
<td>$200</td>
</tr>
<tr>
<td>Contingency</td>
<td>$50</td>
</tr>
<tr>
<td>Intention to return</td>
<td>$50</td>
</tr>
</tbody>
</table>

The intention-to-enroll deposit is requested within 30 days of acceptance for all new, transfer, and readmitted students. The intention-
to-enroll deposit will be credited to the next semester billing. This de-
posit for new, transfer, and readmitted students is fully refundable until
May 1.

The contingency deposit is to be maintained as long as the student is
enrolled at Tusculum and must be at the maximum level at the beginning
of each semester. The primary use of the contingency deposit is to cover
any damage to facilities caused by the student (including allocations of
general residence hall damage) left unpaid at the end of a semester. The
deposit is not to cover damage charges during the normal course of a
semester; those charges will be billed promptly to students responsible
and must be paid within two weeks. When a student is no longer en-
rolled and all charges have been assessed, a refund of any balance in the
contingency deposit will be issued at the end of the fiscal year.

The intention to return deposit is due from returning students before
registration for the next fall semester. Course registration and housing
applications will not be processed until the intention to return deposit is
paid. The intention to return deposit will be credited to the next semester
billing and is not refundable.

Residential College Student Enrollment in Professional Studies
Courses

Full-time residential students who desire to enroll in Professional Stud-
ies courses will be charged in the following manner:

If the additional courses do not constitute overload status, the student
will not incur any additional charges. If the additional course does con-
stitute overload status, or if the registration takes place in the summer
term, the charges will be assessed at the Professional Studies rate (e.g.,
Gateway, Bachelor of Science).

Miscellaneous Costs

Textbooks average approximately $470 per semester. Personal ex-
penses and travel costs will vary with each individual. Financial aid
budgets include an allocation of $1,200 per semester for personal ex-
penses and travel costs.

Graduate and Professional Studies

Tuition and fees are subject to revision; revised rates are available from
Professional Studies admissions counselors.

GATEWAY PROGRAM
Tuition per semester hour ........................................ $162
Audit fee per course .................................................. $100

BACHELOR OF SCIENCE IN ORGANIZATIONAL MANAGEMENT
Tuition per semester hour ........................................ $252
Audit fee per course .................................................. $100
Graduation fee .............................................................. $75

Master of Arts in Education
Tuition per semester hour (K-12 concentration) ........... $270
Tuition per semester hour (Organizational Training and Education concentration) ............................................. $275
Tuition per semester hour (Human Resource Development concentration) ................................................................. $275
Audit fee per course ....................................................... $100
Graduation fee ............................................................. $75

Master of Arts in Organizational Management
Tuition per semester hour ................................................. $275
Audit fee per course ....................................................... $100
Graduation fee ............................................................. $75

Other Charges
Late registration fee .......................................................... $50
Late payment fee .............................................................. $25
Mini-course fee per course ................................................. $30
Portfolio assessment fee ................................................... $150
Portfolio recording fee per semester hour requested .... $40
Technology fee per year .................................................... $150

Professional Studies Student Enrollment in Residential College courses
Full-time Professional Studies students who desire to enroll in a Residential College course during the fall or spring terms will be charged at the Professional Studies rate. Students who enroll in the summer term will be assessed charges according to established Residential college summer school rates.

Miscellaneous Costs
Textbooks average approximately $470 per semester. Personal expenses, travel costs, and living expenses will vary with each individual. Financial aid budgets include an average allocation of approximately $4,175 per semester for personal expenses, travel costs, and living expenses.

Payment Schedule
Charges are due at the beginning of each semester and are payable in full as a part of registration and as a condition for enrollment. No student is eligible to enroll for or to attend classes until registration is completed and all semester charges are paid.

A student who is awarded financial assistance under federal, state, institutional, and/or private programs approved by the College may use documentary evidence of such award as a condition for registration. This privilege, however, does not relieve the student from completing payment in full when actual funds are received and, in any
event, prior to the end of the semester.

Students or parents who prefer to pay educational expenses in monthly installments may want to consider a payment plan offered through the Business Office. A description of the plan will be provided to each student with billing statements. For information or questions about a payment plan, please contact the Business Office.

The college also accepts payments via VISA, Mastercard, and Discover.

Upon the occurrence of default, the student is responsible for reasonable attorneys’ fees, collection fees, and court costs if the account is referred to an outside source.

**Adjustment of Charges for Dropping a Course**

There is no tuition adjustment for dropping a course in the Residential College program. For a Professional Studies student who drops a course, the course’s tuition will be reduced in accordance with the following schedule:

<table>
<thead>
<tr>
<th>Written request to drop Portion of received by Tusculum College:</th>
<th>Tuition Refunded</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to the first class meeting</td>
<td>100 percent</td>
</tr>
<tr>
<td>Prior to the second class meeting</td>
<td>80 percent</td>
</tr>
<tr>
<td>After the second class meeting</td>
<td>None</td>
</tr>
</tbody>
</table>

Professional Studies audit and laboratory fees are refundable only if the student drops the course prior to the first class meeting. Other fees are not refundable.

**Refund of Charges and Financial Aid Awards**

Formal withdrawal from the College consists of submission of a written request to withdraw from Tusculum College. Withdrawal is effective upon the College’s receipt of the written request to withdraw and upon approval by appropriate administrative offices.

There is no refund of room charges, board charges, fees, or summer tuition. Textbook sales are not refundable.

The distribution of any refunds and/or repayments will be made to the source(s) from which payment was received.

In case of formal withdrawal from the College, the semester’s financial aid awards will be refunded as follows:

For students receiving federal student aid, the semester’s Title IV awards will be calculated in accordance with the “Return of Title IV Funds” regulations published November 1, 1999. A copy of the policy is available in the Business Office upon request.

For students receiving institutional aid, the semester’s institutional awards will be calculated in accordance with the College’s “Refund of Institutional Aid” policy. A copy of the policy is available in the Financial Aid Office.
TUSCULUM COLLEGE 2004-2005

For a Residential College student who formally withdraws from the College, the semester’s tuition will be refunded in accordance with the following schedule:

Written request to withdraw Portion of received by Tusculum College: Tuition Refunded
Within 3 calendar days of scheduled registration date........75 percent
Within 10 calendar days of scheduled registration date......50 percent
Within 31 calendar days of scheduled registration date .....25 percent
After 31 calendar days from scheduled registration date ..........None

No refund will be granted to a student suspended for disciplinary reasons.

For a Professional Studies student who formally withdraws from the College, each course’s tuition will be refunded in accordance with the following schedule:

Written request to withdraw Portion of received by Tusculum College: Tuition Refunded
Prior to the first class meeting ............................100 percent
Prior to the second class meeting ......................... 80 percent
After the second class meeting .............................None

No refund will be granted to a student suspended for disciplinary reasons. Professional Studies audit and laboratory fees are refundable only if the student formally withdraws from the College prior to the first class meeting. Other fees are not refundable.
**FINANCIAL AID**

Tusculum College offers a wide range of student financial assistance composed of grants, loans, employment, and scholarships. Information regarding application procedures, eligibility criteria, types of student financial aid available, alternative financing options, and other general information is available at www.tusculum.edu or from the Financial Aid Office. All information provided here is true and accurate to the best of our knowledge. Program regulations are subject to change without notification, and all awards are subject to funding availability. If you wish to receive applications or if you have questions regarding the application process and eligibility criteria, please contact the Tusculum College Financial Aid Office at 1-800-729-0256 or 1-423-636-7300.

An entering student seeking financial aid must complete and submit the Free Application for Federal Student Aid (FAFSA) for the academic year he/she wishes to receive assistance and indicate Tusculum College (Title IV Code: 003527) as a recipient of the data provided on the FAFSA. You may do this electronically at www.fafsa.edgov. Tusculum College will be happy to submit your FAFSA electronically to the federal processor if you send the original paper FAFSA to us. This will greatly speed up the process. The FAFSA is available in most high school guidance offices, financial aid offices at local postsecondary institutions, or directly from the Tusculum College Financial Aid Office. The priority filing deadline is February 15 preceding the academic year in which the student wishes to receive aid. Additional institutional documents may be required. In order for a student to receive an official award letter, he/she must be fully accepted into a degree program at Tusculum College.

International students or ineligible United States non-citizens cannot receive federal or state financial assistance and therefore do not need to complete the FAFSA. Institutional assistance is available in some cases for these students.

As required by federal regulations, Tusculum College has established a Satisfactory Academic Progress policy for all recipients of Title IV assistance. The standards are both qualitative (requiring maintenance of a minimum grade point average) and quantitative (requiring passing grades in a minimum number of credit hours per academic year). Students must meet these standards before receiving assistance. The Satisfactory Academic Progress policy is available upon request from the Financial Aid Office. Final decisions regarding appeals of this policy rest with the Director of Financial Aid.

Tusculum College participates in all federal Title IV programs, including grant, work, and loan programs. Descriptions of these programs are as follows:

**A. Grant Programs**

Federal Pell Grants are federally-funded grants to students with fi-
financial need. Federal Pell Grants are awarded annually.

The Federal Supplemental Educational Opportunity Grant is a federally-funded program that offers grants to students with exceptional financial need. Priority goes to Pell Grant recipients.

The Tennessee Student Assistance Award is a state-funded grant program with matching federal funds. Students must demonstrate financial need and be Tennessee residents attending a college in Tennessee. The TSAA is offered to most Federal Pell Grant recipients pending availability of funds. The FAFSA must be processed very early for TSAA consideration (preferably by February 15). Eligibility is based on at least half-time enrollment.

B. Loan Programs

Federal Perkins Loans Program is a federally-funded program and offers students with demonstrated need a loan with a low interest rate. For new borrowers, full repayment does not begin until six months after the student ceases to be enrolled at least half-time, graduates, or withdraws. While enrolled at least half-time, the principal payment is deferred. Interest during in-school, grace, and deferment periods is paid by the federal government.

Subsidized Federal Stafford Loans are long-term, variable-interest rate loans made to eligible students by banks or other participating lending institutions. Depending upon need, freshmen may be eligible to borrow up to $2,625, sophomores may qualify for a maximum of $3,500, juniors and seniors may be eligible for up to $5,500 each academic year, and a graduate student’s maximum eligibility may be up to $8,500. For new borrowers, repayment of principal and interest begins six months after the student ceases to be enrolled at least half-time, graduates, or withdraws.

Unsubsidized Federal Stafford Loans are available to borrowers who do not qualify for federal interest subsidies under the Subsidized Federal Stafford Loan program. Principal payments are deferred. However, the student is responsible for interest during in-school, grace, and deferment periods. Annual maximums are the combined eligibility amounts per grade level as listed above for the Subsidized Federal Stafford Loan program.

The Federal Parent Loan for Undergraduate Students program offers loans to parents of dependent undergraduate students up to the cost of education less any other financial assistance. Repayment begins sixty (60) days after the lender disburses the loan. Applications are available from participating lenders or from the Tusculum College Financial Aid Office. Additional information is available from the chosen lender.

Eligible independent applicants may be awarded an additional Unsubsidized Federal Stafford Loan program of up to $4,000 each year for freshmen and sophomores, and up to $5,000 each year for juniors and seniors. A graduate student may be eligible for up to an additional...
$10,000 annually. Although these maximums are in addition to the Subsidized and Unsubsidized Federal Stafford Loan amounts, federal regulations prohibit any student from receiving total assistance greater than the cost of education for that academic year.

C. Student Employment

Federal Work-Study programs offer students the opportunity to have on-campus or community-service employment in order to earn the funds necessary to pursue their studies. Students are paid on a monthly basis. Various positions are offered to students to complement their education with practical job experience. Eligibility for awards is based on need and availability. Applications processed by the February 15 priority date receive preference. Students who do not qualify for Federal Work-study may be placed on the Campus Employment Program.

D. Scholarships

Lottery Scholarships for Tennessee residents may be applied for by submitting the FAFSA. Students are then evaluated for the Tennessee Hope Scholarship, the General Assembly Merit Scholarship, and the Need-Based Supplemental Award. You may read more about these scholarships at www.state.tn.us/tsac.

In addition to the federal and state programs listed, Tusculum College offers its own institutional scholarship and grant programs. Virtually every student, including a transfer, who is accepted into the residential-campus program on a degree-seeking basis will receive some sort of institutional gift assistance based on both academic achievement and financial need. The Trustees Scholarship, the Pioneer Scholarship, and the Presidential Scholarship are awarded to students with the strongest academic records.

Bonner Leader Scholarships are also available for students committed to community service. Residents of Greene County who graduated from Greeneville High School or a Greene County high school are eligible for the Greeneville/Greene County Regional Award. Athletic scholarships are available from each varsity sport at Tusculum College. For further details, please contact the coaching staff for each sport in which you are interested in participating, including Cheerleading.

E. Veterans Administration Programs

Various programs are available to eligible military veterans and their dependents. Students should direct their inquiries and/or application requests to the nearest Veterans Administration Office or veterans’ organization. Forms should be completed early to allow ample processing time. All veterans’ educational benefits must be reported in writing to the Financial Aid Office.

F. Vocational Rehabilitation

Students with a disability may be eligible for support through the Vocational Rehabilitation Program. Contact your local Vocational Rehabilitation Counselor.
The new addition to the library strongly resembled the image shown in a rendering of the expanded and renovated structure this summer. The project is scheduled to be completed in January 2005.

Library Services

The historic library on the Greeneville campus, along with the Knoxville Branch of the library, plays a creative and dynamic role in meeting the academic mission of the College. The education of Tusculum students is enhanced through an intellectually stimulating library environment, active collaboration between librarians and professors, a program of information literacy/bibliographic instruction, and a significant presence on the Internet. Introduction to Tusculum’s library service commences with new student orientation and is fostered throughout the entire course of study. The library actively works to improve the quality of student research, to prepare students for continued life long learning, and to equip graduates to keep abreast of information developments.

The print collection exceeds 185,000 print and microform texts and over 200 periodical subscriptions. Whether the books and journals are in Greeneville or Knoxville, all students have access to these resources via an efficient intracampus loan procedure. Another 40,000 full-text e-books and over 25,000 journals are available via the library website. The library has working agreements with other colleges in eastern Tennessee, thereby permitting additional walk-in service and access to hundreds of thousands of additional volumes. Membership in TennShare, ACA Central Library, and SOLINET allows interlibrary loan service to be both quick and efficient.
Internet access to online databases and other resources is available at both library locations or, with passwords, from any computer with Internet access. The library’s website, http://library.tusculum.edu, provides access to a virtual library made up more than 45 full-text databases, 40,000 e-books, thousands of categorized links, and email assistance and services. Wherever or whenever members of the Tusculum community need access to information, the library and its resources are always available.

THE PRESIDENT ANDREW JOHNSON MUSEUM AND LIBRARY

Opened in the fall of 1993, The President Andrew Johnson Museum and Library houses the College’s special collections: The Charles Coffin Collection, the Andrew Johnson Library, and the College Archives.

The 2,000 volumes of the Charles Coffin Collection are from the original College library of 1794–1827. As a sizeable collection from a post-Revolutionary frontier college, this collection is a unique resource for scholars of 18th century history. The Coffin collection includes 16th, 17th, and 18th century imprints from renowned European publishing houses and from the early American colonial press.

The Andrew Johnson Library includes books, papers, and memora-bilia of the 17th President of the United States. This collection was presented to the College by Mrs. Margaret Johnson Patterson Bartlett, great-granddaughter of President Andrew Johnson. The College Archives contain documents and artifacts relating to the history of Tusculum College since its founding in 1794.

The College’s special collections, including its Archives, are available by arrangement to students and to the public for scholarly research.

THE INSTRUCTIONAL MATERIALS CENTER (IMC)

Located with the Education program in the Charles Oliver Gray building, the IMC contains a wide variety of professional and child-use materials, some specifically designed for use in special education. Materials may be circulated and are employed by education personnel throughout the Greene County area and by Tusculum students preparing for teaching careers.
THE TUSCULUM INSTITUTE
FOR PUBLIC LEADERSHIP
AND POLICY

To complement the College’s attention to civic responsibility, the Tusculum Institute works with students to cultivate their leadership potential through an array of academic and extracurricular activities. The Tusculum College Board of Trustees established the Tusculum Institute for Public Leadership and Policy out of its commitment to expanding the horizons of students beyond traditional academic studies by focusing more broadly on leadership and service obligations.

The Institute recently entered into a collaborative relationship with the Niswonger Foundation -- a $20 million educational foundation created by Greeneville philanthropist and businessman Scott M. Niswonger to foster educational excellence in the region. Specifically, the Institute is helping to provide leadership training for the Foundation’s scholarship program -- a program designed to prepare a network of talented young people for future leadership in Upper East Tennessee.

While the primary academic focus of the Institute’s activities is the study of government, the Institute also works with students demonstrating outstanding potential to provide real life experiences with accomplished public servants, political officeholders, and other community leaders in hope of preparing the students more fully for leadership.