ARKANSAS STATE
UNIVERSITY

**A-State Concurrent Enrollment Program
Policy Handbook for Faculty Liaisons**

Arkansas State University — Jonesboro

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Contact Information

A-State Concurrent Enrollment Program
Dean B. Ellis Library, 3rd floor, Room 312
Phone: (870) 680-8365

Mailing Address:
A-State Concurrent Enrollment Program
P.O. Box 1330
State University, AR 72467

Introduction

Program Overview

Welcome to the Arkansas State University (A-State) and the A-State Concurrent Enrollment Program (CEP). This program is a partnership between area high schools and A-State and provides early college access to students in 9th -12th grades. The CEP allows students to obtain both high school and college credit for college courses completed on the high school campus or via online delivery. A-State is accredited by the Higher Learning Commission (HLC) which assures academic excellence throughout all areas of the university. The A-State CEP is accredited by the National Alliance for Concurrent Enrollment Partnerships (NACEP) which is a national symbol of quality, excellence, and rigor in concurrent programs. As the sole national accrediting body for concurrent enrollment programs, NACEP ensures these programs adhere to the highest standards of academic excellence so students experience a seamless transition from high school to the college or university environment. The CEP is jointly managed by the A-State Office of Academic Affairs and Research and by the A-State academic colleges and departments that offer specific courses. The CEP staff primarily manages the administrative functions of the CEP while the colleges and departments manage the academic functions.

CEP standards are set by governing laws of the state of Arkansas, directives of the Arkansas Higher Education Coordinating Board (AHECB), HLC and NACEP.

NACEP accreditation requires compliance with six standards:

Partnership Standards

P1: Program aligns with the college/university mission and is supported by the institution's administration and academic leadership.

P2: Program has ongoing collaboration with secondary school partners.

Faculty Standards

F1: All program instructors are approved by the appropriate college/university academic leadership and must meet the minimum qualifications for instructors teaching the course on campus.

F2: Faculty liaisons at the college/university provide all new concurrent enrollment instructors with course-specific training in course philosophy, curriculum, pedagogy, and assessment prior to the instructor teaching the course.

F3: Program instructors participate in college/university provided annual discipline-specific professional development and ongoing collegial interaction to further enhance instructors' pedagogy and breadth of knowledge in the discipline.

F4: Program ensures instructors are informed of and adhere to program policies and procedures.

Assessment Standard

A1: The college/university ensures concurrent enrollment students' proficiency of learning outcomes is measured using comparable grading standards and assessment methods to on campus sections.

Curriculum Standards

C1: Courses administered through a concurrent enrollment program are college/university catalogued courses with the same departmental designations, course descriptions, numbers, titles, and credits.

C2: The college/university ensures the concurrent enrollment courses reflect the learning objectives, and the pedagogical, theoretical and philosophical orientation of the respective college/university discipline.

C3: Faculty liaisons conduct site visits to observe course content and delivery, student discourse and rapport to ensure the courses offered through the concurrent enrollment program are equivalent to the courses offered on campus.

Student Standards

S1: Registration and transcript policies and practices for concurrent enrollment students are consistent with those on campus.

S2: Program has a process to ensure students meet the course prerequisites of the college/university.

S3: Concurrent enrollment students are advised about the benefits and implications of taking college courses, as well as the college's policies and expectations.

S4: The college/university provides, in conjunction with secondary partners, concurrent enrollment students with suitable access to learning resources and student support services.

Program Evaluation Standards

E1: The college/university conducts end-of-term student course evaluations for each concurrent enrollment course to provide instructors with student feedback.

E2: The college/university conducts and reports regular and ongoing evaluations of the concurrent enrollment program effectiveness and uses the results for continuous improvement.

Concurrent Enrollment

Arkansas Code §6-16-223 defines concurrent enrollment as the enrollment of a high school student in a college course taught on a high school campus (or in selected cases on the college campus or by distance/digital technology) for high school credit and college-level credit. Concurrent enrollment allows students to obtain credit for both the high school and college transcript. Transcription of courses completed appears on the high school official student record and the A-State official academic transcript. Per AHECB policy, concurrent students may earn one hour of high school credit for each three hour general education or career and technical education (CTE) college course.

Concurrent courses must be undergraduate freshman (1000) or sophomore (2000) level courses and are typically general education course requirements. General education courses are assigned Arkansas Course Transfer System (ACTS) numbers which assure transferability to public higher education institutions throughout the state. Transferability to out-of-state higher education institutions is solely at the discretion of the particular institution. A limited number of 1000 or 200 level career or professional course may also be offered as concurrent courses. Concurrent credit may be used to fulfill university general education requirements or as free electives at the discretion of the degree program department. Each concurrent course is identified by the same course number, prefix and bulletin description as the A-State campus course; thus they must include the same content and level of rigor as courses taught on the college campus or through online delivery.

Since concurrent courses must meet the same academic standards set for on-campus courses, syllabi of concurrent courses are reviewed for consistency with A-State campus syllabi. Additionally, course tests, quizzes, and other assignments must meet the same content and level of rigor as A-State campus courses. Emphasis is made to assure that all coursework be at a caliber appropriate for a university setting and the conferral of college hours and credits. Since concurrent courses are transcribed on the A-State transcript without being labeled as a concurrent course, they are carefully monitored by the CEP and academic departments to assure the integrity of the A-State curriculum and grading standards are upheld. An academic faculty liaison is assigned to each concurrent faculty member to serve as both a mentor and a monitor to assure course integrity. Concurrent faculty and students are required to participate in the same evaluations and assessments as required in campus courses.

Concurrent course offerings at each high school are determined by the school administration in consultation with the A-State CEP based on curricular needs, student interests, availability of qualified high school instructors, and appropriate classroom facilities or the availability of online course delivery options.

Faculty Liaisons

OVERVIEW

Faculty liaisons serve as mentors and monitors for the A-State Concurrent Program Enrollment Program courses. Appointed by the Department Chair, the faculty liaison is responsible for assuring that concurrent courses meet the content and rigor of the corresponding college course. Concurrent courses are simply another section of the faculty approved college course. The liaison is the important link between our high school partners and the university community.

Faculty Liaison Appointment and Compensation

Concurrent courses are typically monitored by the department chair as part of their contracted assignments when only one section is offered. As section offerings increase or become overly burdensome for the department chair, the Concurrent Enrollment Program will offer a stipend to a faculty member from the department to serve as faculty liaison. Stipends are paid per semester based on academic rank and concurrent load using the following scale:

- Instructor: $2,000
- Assistant/Associate Professor: $2,100
- Professor: $2,200

Liaisons monitoring more than five instructors are provided an extra $100 per additional instructor for the extended load.

Faculty Liaison Monitoring and Mentoring Responsibilities

Syllabus
- Concurrent faculty are required to submit the course syllabus to the faculty liaison for review prior to beginning of each semester. University faculty and/or the concurrent course facilitator review the CEP faculty course materials each semester to monitor and assure academic standards for curriculum content and academic rigor are upheld.
- Syllabi requirements are included in annual professional development sessions, and templates are provided by most departments. Additional questions can be directed to the faculty liaison or the CEP director.
- Syllabus format: Instructors should follow the syllabus guidelines required by the A-State academic department that administers the course. The syllabus will include textbooks, resources, student learning outcomes, assignments and assessments that are equivalent to those of on-campus courses. Concurrent instructors will publish their policies in their course syllabi and are encouraged to announce them in class.
- Syllabi must include required A-State Policies as outlined by Assessment Services directives for syllabi content at https://www.astate.edu/a/assessment/index.dot.
- Syllabi must be submitted to the faculty liaison for review and approval no later than the Friday before the beginning of each academic semester.
- Following liaison approval of the syllabus, the concurrent faculty member is responsible for uploading the course syllabus to the A-State Syllabi Repository for review by Assessment Services at https://www.astate.edu/a/assessment/index.dot.
- Current faculty **MUST** adhere to the submitted syllabus and assure the desired student learning outcomes are addressed through classroom instruction, activities, and assessments.

Rosters
- Concurrent course enrollment must be documented with the Arkansas Department of Higher Education by the 11th day of classes. Concurrent faculty **MUST** certify an accurate course roster by the 10th day of classes. The **official** course roster is only available through Banner Self-Service. Please be advised that rosters provided on Blackboard are **NOT** considered official rosters and should not be used to document student enrollment. It is imperative that the official rosters are downloaded from Banner Self-Service and checked on the 3rd and 6th day of class in order to verify enrollment. Rosters from the 3rd and 6th day of class **DO NOT** need to be submitted to the CEP. Verification is done using the CEP Roster Check form to show students who wish to drop a course or students who wish to be added to a course. The form is

returned to the high school counselor who will return it to the CEP. The 10th day roster is considered the **FINAL** official roster, and must be signed and dated by the instructor and returned to the counselor who will return it to the CEP.

- Concurrent faculty **MUST** provide an example of a quiz, test, and writing prompt (if used) completed in the course that is comparable to a quiz, test, and writing prompt (if used) in the corresponding on-campus course.

Grading

- Grading scales for both the high school and college course **MUST** be consistent. While assignments and tests values may vary, the corresponding A-State course grading scale must be employed. A-State uses a 4-point system and descriptions of each level of work is available in the A-State Undergraduate Bulletin at https://www.astate.edu/a/registrar/.
- Midterm grades play a vital role in assuring student success. Concurrent faculty should monitor course grades closely and take action immediately if a student is struggling in the course. Intervention strategies for struggling students are provided in the *Early Alert* section of the Faculty Handbook. Midterm grades provide an opportunity for both students and parents to gauge student performance and take the necessary steps to improve grades or drop the course.
- The final grade for concurrent courses should match the final grade assigned on the high school transcript, although no specific regulations mandate this match. Semester date variations often impact grade differences, but concurrent faculty are encouraged to be consistent in assigning grades for both the high school and college course to avoid student and parental confusion.
- Concurrent faculty are bound by both midterm and final grading deadlines. The published A-State calendar provides specific due dates and times for each semester. Academic calendars are posted on the A-State Registrar's webpage at https://www.astate.edu/a/registrar/.

ASSESSMENT AND EVALUATION

Course Assessment
All A-State courses must include an assessment of course learning outcomes. Each department develops a required assessment instrument for use in all sections of each course. Concurrent students must complete these required assessments for each course. Some departments use a standardized uploading system for assessment, while other departments imbed questions within the course tests or quizzes. The faculty liaisons will notify and mentor concurrent faculty in the completion of the course assessment. Assessment results are tabulated by the various departments and made available to the concurrent faculty by the CEP director.

Course Evaluations
Course evaluations are conducted at the end of each academic semester. Academic departments are responsible for developing course evaluations for all A-State courses, including concurrent courses. Course evaluations will be conducted by the CEP staff; students will be provided the course evaluation link several weeks before the end of each semester. The anonymous evaluations are reviewed by the respective A-State academic department chair and the CEP director at the conclusion of final exams. Student evaluation results are provided via email link to the instructors and during annual professional development. Questions may be directed to the CEP director.

Site Visits
Faculty liaisons complete a site visit to the concurrent instructor's classroom each semester. Observations should include monitoring of NACEP standards, content and rigor of courses, and teaching delivery methods. A site visit form (signed and dated by both the liaison and the instructor) is required for documentation. Scheduling for site visits should be completed by the midterm of the semester to allow for appropriate interventions as needed. The site visit form is available on the CEP website at https://www.astate.edu/concurrent/. Online courses delivered by concurrent faculty should be monitored for course delivery via the course Blackboard shell. Follow up review sessions with the faculty member should be conducted by phone or email. An online course "Site Visit" form on the CEP website at https://www.astate.edu/concurrent/.

SUBMISSION OF DOCUMENTS
Faculty liaisons are responsible for submitting the following documentation at the end of each semester:

- CEP new faculty orientation documentation
  - Dated agenda
  - Dated sign-in sheet
  - Copy of any materials or handouts provided
- Annual discipline specific training documentation

- o Dated agenda
- o Dated sign-in sheet
- o Copy of any materials or handouts provided
- Faculty liaisons must designate an A-State course section syllabus to be used for comparison purposes
- An example of a test, quiz, or writing prompt for each concurrent course from each instructor with a comparable test, quiz, or writing prompt for an on-campus section of the course
- Course assessment document and results

Appendix

Recommended Browsers
- Google Chrome
- Mozilla Firefox

How to Clear Cookies

Google Chrome:
1. At the top right click ⋮
2. Click *Settings.*
3. Scroll down and click *Advanced.*
4. Continue scrolling until you see *Clear browsing data.*
5. Click *Clear browsing data* and then *Clear Data.*
6. Close browser and restart.

Mozilla FireFox:
1. At the top right click ☰
2. Select *Options.*
3. Click *Privacy* on the left.
4. Then click *Remove individual cookies.*
5. Click *Remove All.*
6. Close browser and restart.

How to Apply to A-State
- Go to https://www.astate.edu.
- Hover over **Admissions** at the top of the page.
- Click on **Undergraduate**.
- Scroll down and click on *Apply Now.*
- Under "WHICH TYPE OF RED WOLF ARE YOU?" select the **CONCURRENT HIGH SCHOOL STUDENTS** application.
- When the application opens, click on *New Applicant — First Time User Account Creation.*
- Use the directions at the top of the page to create a user name and PIN number. Write down the user name and PIN; these are for temporary access in case there is a problem with the application. You will receive a permanent user name and pin after admission. Click *Submit.*
- Scroll down on the opening page. Choose *Undergrad HS Concurrent* as the application option.
- Follow the directions on each page to complete the application. When finished, click on *Application is complete* and affirm that the information you provided is correct by clicking on *I agree to the terms.*
- A new screen with your name and information on the admission procedures will display.
- Your high school counselor will submit your test scores and transcript to the A-State CEP Office.

How to Set Up Your Student Account After Admission
- Go to https://www.astate.edu.
- Click on **myCampus** at the top of the page.
- Click on *First Time Users* located beneath the login button.
- Review and accept the Acceptable Use Policy by clicking *I Accept* and then click *Submit.*
- To get your Campus Wide ID number (student ID number) and PIN, click the highlighted *click here* link at the bottom of the page.
- Fill in all areas requested, Social Security number and date of birth, and click *Submit.*
- The next page is the Identity Verification Setup page.
- Complete this page and **TAKE A PICTURE** of the screen before submitting the question responses.

NOTE: Pay close attention to how answers are spelled, capitalized, and spaced. The answers must be exact or they will not work.

- To receive an authorization code, click the highlighted *here* link to answer the security questions you set up.
- Copy and paste the authorization code on the Authorization Code Retrieval page and click *Submit*. You will receive a personal Campus Wide ID number and PIN.
- Select the second link *https://MyCampus.astate.edu* to go to log-in screen.
- Click on *First Time Users* below the log-in box.
- Review and accept the Acceptable Use Policy by clicking *I Accept* and then *Submit*.
- Enter your Campus Wide ID and PIN at the bottom of the page and click *Submit*.
- The next page requires you to develop a personal password.
- Determine a new password using the following guidelines:
  — must contain a minimum of eight characters
  — must contain at least one number
  — cannot start with a number
  — must contain at least one uppercase letter
  — cannot include any symbols, i.e. (&#*@)
  — cannot include your name or user name
  — cannot match any previously used passwords
- Complete and verify the new password and click *Submit*. The Authorization Code will be the same code previously used.
- The next page is a Release of STUDENT INFORMATION Authorization Form. Please choose *I authorize* or *I DO NOT authorize* and enter your parent or guardian's first and last name in the correct box. Click *Submit* to assure the password is accepted.
- If the password is not accepted, check it against the required guidelines for a password noted in the previous bullets.
- The password is now set.
- Return to https://www.astate.edu and click on myCampus and log in.

In order to access Banner Self Service Student and Blackboard Learn in the future, go to https://www.astate.edu and click on myCampus and log in. The student will then be able to click on the appropriate icons for each system at that point.

How to Log into Blackboard
- Log into **myCampus**.
- Click *Blackboard Learn for Students* under **Launchpad** to open the Blackboard Learn platform.
- This will take you directly to Blackboard.
- Use the navigation menu on the left-hand side of the page to explore the course components.
- Each course will be set up according to the instructor.

How to Set Up Duo Security
Initial Setup
- Download the Duo Mobile App to your phone.
- Click *Start Setup* in the box in the upper-left hand corner of the screen.
- Select the type of device being added and click *Continue*.
- Enter your phone number.
- Check the box beside your phone number to verify and click *Continue*.
- Select the type of phone you are using and click *Continue*.
- Select *I have Duo Mobile Installed*.
- Open the Duo Mobile app on your phone and click the plus sign in the upper right-hand corner. Allow the app to use your camera.
- Hold the phone up to the screen for the camera to see the bar code on your computer screen.
- Log out and then log back in to verify that Duo Mobile app has been set up correctly by sending a *Push* to your phone.

If you change phones and/or phone numbers, follow these steps to set up Duo again.

New Phone with the Same Number
- Download the Duo Mobile App on your new phone.
- Go to https://www.astate.edu and log in to *myCampus*.
- When prompted, have Duo call your phone number.
- Once you are logged in, look under the *Student* folder for *Duo Management* and click it.

- A new Duo window will open. Click on *Add a New Device* on the left hand side. You must have Duo call you again to continue.
- You will be prompted to add the type of device.
- You will be prompted to add your phone number and confirm it by clicking the box next to your number, then click *Continue*.
- Choose what kind of device you are adding.
- Click *I have Duo Mobile Installed*.
- Open Duo Mobile on your phone and click the plus sign in the upper right-hand corner. Allow the app to use your camera.
- Hold the phone up to the screen for the camera to see the bar code on your computer screen.
- Once you see the green check mark, click *Continue*.
- You are ready to log out and log back in and verify that Duo Mobile app has been set up correctly by sending a *Push* to your phone.

New Phone and New Number
- Download the Duo Mobile App.
- Have your Campus Wide ID number ready.
- Call the ITS Help Desk at (870) 972-3933.
- Tell them that you are a concurrent student and tell them the high school you attend.
- Follow their instructions.

How to Pay Your Bill
Students must use one of the following payment options:

1. Pay Online
   Option 1: myBill
   Pay with debit/credit card or electronic check. A small service fee will be applied to debit and credit card payments. To find the student's tuition bill, follow these steps:
   - Log into **myCampus**.
   - Click on *Banner Self Service Student* under the **Launchpad**.
   - Click the *Student* tab located at the top of the page.
   - Click *Student Records*.
   - Click on *myBill* and again on *myBill* on the next page.
   - Complete the online payment process.

   Option 2: Set an Authorized User
   Students can set up an authorized user:
   - Log into **myCampus**.
   - Click on *Banner Self Service Student*.
   - Click the *Student* tab located at the top of the page.
   - Click *Student Records*.
   - Click on *myBill* and *myBill* again.
   - Click on *Authorized User*.
   - Fill out authorized user's email **(parent or guardian's email address)**.
   - Agree to at least the first statement.
   - Click *Submit*.
   - The authorized user will receive emails with instructions on how to proceed.

2. Pay at Cashier's Window
   Check or cash **ONLY**; the office is located on the 2nd floor of the Student Union.

3. Pay by Mail
   Payment can be made by mail using a check or money order made payable to "ASU Treasurer's Office."
   THE STUDENT'S NAME AND ASU ID MUST BE INCLUDED ON THE MEMO LINE so that it will be credited to their account. Call the Student Accounts Office at (870) 972-2285 for assistance with payment issues.

Mail to:
Treasurer's Office
P.O. Box 2640
State University, AR 72467

4. Online Payment Plan
   This is only available for Fall and Spring terms; $40 fee required. This fee is *in addition to* any late fees already charged. This must be set up in *myBill.*

View Balance/Account Summary
- Log into **myCampus**.
- Click on *Banner Self Service Student* under the **Launchpad**.
- Click on *Student.*
- Click on *Student Records.*
- Click on *Account Summary by Term.*

How to Review Grades
- Log into **myCampus**.
- Click on *Banner Self Service Student* under the **Launchpad**.
- Click on *Student.*
- Click on *Student Records.*
- Click on *Mid Term Grades* or *Final Grades.*

How to Reset a Password
PLEASE NOTE: A password change is required every three months.
- Go to https://www.astate.edu.
- Click on *myCampus* at the top of the page.
- The log-in page will appear. Click on *Reset Password* below the login box.
- Review and accept the Acceptable Use Policy, click *I Accept* and then *Submit.*
- Enter the Campus Wide ID number and PIN, fill in this information and submit.***
- Click on the highlighted *here* link to receive an Authorization Code.
- Answer the required security questions. For assistance with security questions, please call the ITS Help Desk at (870) 972-3933. You will need your Campus Wide ID; tell them that you are a concurrent student and tell them the high school you attend.
- Copy the Authorization Code or write it down. Click *Go Back to PIN Retrieval.*
- Determine a new password using the following guidelines:
  — must contain a minimum of eight characters
  — must contain at least one number
  — cannot start with a number
  — must contain at least one uppercase letter
  — cannot include any symbols, i.e., (&#*@)
  — cannot include your name or user name
  — cannot match any previously used passwords
  Complete and verify the new password and click submit.
- The next page is a *Release of STUDENT INFORMATION Authorization Form.* Please choose *I authorize* or *I DO NOT authorize* and enter the student's parent or guardian's first and last name in the correct box. Click *Submit* to assure the password is accepted.
- If the password is not accepted, check it against the required guidelines for a password noted in the previous bullets.
- The password is now reset.
- Return to https://www.astate.edu and click on myCampus and log in.

*** If you do not know Campus Wide ID and PIN, please refer to the Password Reset video located on the A-State CEP Facebook page for assistance in using a Social Security number and birthdate.

How to Review Security Questions
- Go to https://www.astate.edu.
- Click on *myCampus* at the top of the page.

- Log in using your A-State username and password.
- When the student campus portal opens, click on the *Student* folder located on the left-hand side of the page under *Launchpad*.
- Click on *Security Question Setup/Edit*.
- The security question set up page that was completed during the student account setup process will appear. Review answers and correct as needed.
- *NOTE: Pay close attention to how answers are spelled, capitalized, and spaced. The answers must be exact or they will not work.*
- Print a copy of this page and keep in a safe place **AT HOME**.

How to Drop a Course

To drop an A-State Concurrent Enrollment course after the 10th day of class, you must use a Course Drop Form, which is available from your high school counselor.

- The form must be completed, signed and dated by you and your parent/guardian.
- You will need the following information:
  - your name
  - your school
  - your A-State ID number
  - course name
  - CRN
  - class period (if applicable)
  - instructor name
- When the form is complete, take it to your high school counselor who will return it to the A-State Concurrent Enrollment Program office.

Arkansas Course Transfer System (ACTS)* Course List◊

NOTE: Courses in red do not qualify for Act 1118.

1. ANTH 1013 Introduction to Anthropology
2. ANTH 2013 Cultural Anthropology
3. **ARTA 1003 Art Appreciation**
4. **ARTA 2003 Art History Survey I**
5. **ARTA 2103 Art History Survey II**
6. BIOL 1004 Biology for Non-Majors
7. BIOL 1014 Biology for Majors
8. BIOL 1024 Botany for Non-Majors
9. BIOL 1034 Botany for Majors
10. BIOL 1054 Zoology
11. BIOL 2004 Introductory Microbiology
12. BIOL 2404 Human Anatomy and Physiology I
13. BIOL 2414 Human Anatomy and Physiology II
14. CHEM 1004 Chemistry I for General Education
15. CHEM 1214 Chemistry for Health Related Professions
16. CHEM 1224 Chemistry II for Health Related Professions
17. CHEM 1414 Chemistry I for Science Majors
18. CHEM 1424 Chemistry II for Science Majors
19. **CPSI 1003 Introduction to Computers**
20. **CRJU 1023 Introduction to Criminal Justice**
21. **DRAM 1003 Theatre Appreciation**
22. ECON 2103 Principles of Macroeconomics
23. ECON 2203 Principles of Microeconomics
24. ENGL 1013 Composition I
25. ENGL 1023 Composition II
26. ENGL 2013 Introduction to Creative Writing
27. ENGL 2023 Introduction to Technical Writing
28. ENGL 2113 World Literature I
29. ENGL 2123 World Literature II
30. ENGL 2213 Western Literature I
31. ENGL 2223 Western Literature II
32. ENGL 2653 American Literature I
33. ENGL 2663 American Literature II
34. ENGL 2673 British Literature I
35. ENGL 2683 British Literature II
36. **FREN 1013 French I**
37. **FREN 1023 French II**
38. **FREN 2013 French III**
39. **FREN 2023 French IV**
40. GEOG 1103 Introduction to Geography
41. GEOG 1113 Human Geography
42. GEOG 2103 World Regional Geography
43. GEOG 2113 Cultural Geography
44. GEOG 2223 Physical Geography
45. GEOL 1114 Physical Geology
46. GEOL 1124 Environmental Geology
47. GEOL 1134 Historical Geology
48. **GERM 1013 German I**
49. **GERM 1023 German II**
50. **GERM 2013 German III**
51. **GERM 2023 German IV**
52. **HEAL 1003 Personal Health**
53. HIST 1113 World Civilizations I
54. HIST 1123 World Civilizations II
55. HIST 1213 Western Civilization I
56. HIST 1223 Western Civilization II
57. HIST 2113 United States History I
58. HIST 2123 United States History II
59. MATH 1003 College Math
60. MATH 1103 College Algebra
61. MATH 1113 Quantitative Literacy/ Mathematical Reasoning
62. MATH 1203 Plane Trigonometry
63. MATH 1305 Pre-Calculus
64. MATH 2103 Introduction to Statistics
65. MATH 2203 Survey of Calculus
66. MATH 2405 Calculus I
67. MATH 2505 Calculus II
68. MATH 2603 Calculus III
69. **MUSC 1003 Music Appreciation**
70. PHIL 1003 Introduction to Critical Thinking
71. PHIL 1103 Philosophy
72. PHSC 1004 Physical Science
73. PHSC 1104 Earth Science
74. PHSC 1204 Introduction to Astronomy
75. PHYS 2014 Algebra/ Trigonometry-Based Physics I
76. PHYS 2024 Algebra/ Trigonometry-Based Physics II
77. PHYS 2034 Calculus-Based Physics I
78. PHYS 2044 Calculus-Based Physics II
79. PLSC 2003 American National Government
80. PLSC 2103 State and Local Government
81. PSYC 1103 General Psychology
82. PSYC 2103 Developmental Psychology
83. SOCI 1013 Introduction to Sociology
84. SOCI 2013 Social Problems
85. **SPAN 1013 Spanish I**
86. **SPAN 1023 Spanish II**
87. **SPAN 2013 Spanish III**
88. **SPAN 2023 Spanish IV**
89. SPCH 1003 Introduction to Oral Communication

*ACTS — https://www.adhe.edu/institutions/academic-affairs/arkansas-transference-and-articulation/arkansas-course-transfer-system

◊**Provided by Mr. Thomas Coy, Arkansas Department of Education, via email correspondence, 7/21/17. Reaffirmed 7/16/18.**

See full Act 1118 requirements in the Academic Administrators and Counselors Handbook.

Campus Contact Information

- ITS Help Desk: (870) 972-3933
- Cashier's Window: (870) 972-2285
- Admissions Office: Admissions@AState.edu
- Registrar's Office: Registrar@AState.edu