

XII. GLOSSARY OF COMMON CAMPUS TERMS

The following is a brief list of commonly used terms on campus. For more detailed definitions, please refer to the *Bulletin of Undergraduate Programs*.

Academic Record

Each student's IPFW cumulative record as maintained by the registrar in accordance with the academic regulations found in the *Bulletin*. This academic record is the sole basis upon which all questions relating to such matters as grades, graduation requirements, academic standing, and scholastic recognition are resolved. Since official transcripts are produced using Indiana University and Purdue University procedures, a student's official transcript may, as noted in the academic regulations, vary somewhat from their IPFW academic record.

Advanced Placement

Advanced placement is defined as the admission of students to courses beyond the first course or courses in an established sequence, but without granting credit for earlier courses in the sequence.

Auditor

A student who enrolls in a course, attends class, pays full fees, but does not receive a grade or credit for the course is auditing the course.

Beginning Student

A student enrolled in college courses for the first time, or a student who has completed a small number of credits while in a temporary admission status, most often while still a high school student, would be considered a beginning student.

Cheating

Dishonesty of any kind with respect to examinations, course assignments, or alteration of records is all considered cheating.

Student Classification

This is a system for classifying undergraduate students who have been regularly admitted to IPFW. Classification is determined by the advisor, and should reflect the credits a student has accumulated or your progress toward completing the specific requirements of the degree program in which they are enrolled. When a student's classification is being determined for a future academic session, the advisor should include courses and credits that he/she is expecting to complete by the time that session begins.

Credit

The semester hour, often also called "credit hour" or "hour." Credit can be resident credit or transfer credit, as described below:

Resident credit: credit earned at IPFW or at another campus of the university through which you are enrolled at IPFW. There are two types of resident credit — course credit and special credit.

Each is defined as follows:

Course credit: resident credit you earn on the basis of your enrollment in and satisfactory completion of courses.

Special credit: resident credit awarded by IPFW and based on factors other than your enrollment in and satisfactory completion of courses.

Transfer (nonresident) credit: Credit earned from another university (other than IPFW or another campus of the university through which you are enrolled at IPFW). Transfer credits are evaluated by Admissions and accepted as transfer credit if completed at a regionally accredited institution with a grade of C– or better. The IPFW school/ division or department determines how credit earned at other institutions and accepted by IPFW applies to a student’s plan of study, and the dean/director or chair of the IPFW school/division or department may request an adjustment of transfer-course equivalencies in the Admissions office.

CRN

A Course Reference Number (CRN) is a unique 5-digit identifier for a course section offered in any given term. It is used to register for the course section.

Excusing

Excusing is the replacement of a course required in a program with an equal number of credits from other courses not specified as “required.” Such an excuse requires approval of the school/ division or department that established the course requirement.

FAFSA

Free Application for Federal Student Aid. The required application for federal, state, and institutional financial aid.

Flexible Pace

A math department option that allows students to take specified sections of math courses at their own pace. All exams are taken in the Math Test Center.

Grade-point average (GPA)

A numerical calculation or report of grade averages. IPFW, Indiana University, and Purdue University GPAs are based on a four-point system.

Intensive course

A course that meets for extended class times but for fewer weeks than the course would meet in a standard summer session.

Out-of-Class Testing

A math department option that allows students to take their math tests for a regularly-paced course in the Math Test Center. Students may take up to three versions of each exam and record the highest score.

Pass/not-pass option: an enrollment option that generally limits course grades to P or S (pass) and NP or U (not-pass). Students may use this option only for elective courses with limited concern for the grade.

Plagiarism

A form of cheating in which the work of someone else is offered as one's own. The language or ideas thus taken from another may range from isolated formulae, sentences, or paragraphs, to entire articles copied from printed sources, speeches, software, or the work of other students.

Resident Assistant (RA)

A student living in Student Housing who coordinates programs and activities, as well as providing some counseling and general help with campus problems.

The SPOT

IPFW's tutoring center in Kettler Hall. Students are entitled to two hours of free one-to-one tutoring per subject per week. Drop-in tutoring in certain subjects is also available.

STEPS

Student Technology Education Programs are mini-courses and one-to-one help with computer software use.

Substitution

The replacement of a course required in a program with another course specified by the school/division or department that established the requirement.

Supplemental Instruction (SI)

An academic support program that is attached to specified courses that are traditionally considered difficult. All sessions are voluntary for students in the courses.

Writing Center

Consultants assist students, faculty, and staff with any writing project in one-to-one or small group appointments, in person or online. Students are entitled to three hours of consulting per week (limited to one hour per day). This free service is located on the ground floor of Kettler Hall (G19).