



SIMMONS COLLEGE

Undergraduate Program Course Catalog

2010—2011



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THE COLLEGE

About Simmons

Simmons is a small, nationally distinguished university in the heart of Boston. The undergraduate women's college provides exceptional liberal arts education integrated with career preparation. In addition, the College also offers coeducational graduate programs in health studies, education, communications management, social work, library and information science, and liberal arts, as well as an MBA program specifically designed for women.

Decades before women in America gained the right to vote, Boston businessman John Simmons had a revolutionary idea — that women should be able to lead meaningful lives and earn independent livelihoods. This same spirit of inclusion and empowerment produced the first African American Simmons graduate in 1905, and created one of the few private colleges that did not impose admissions quotas on Jews during the First and Second World Wars.

Since 1899, Simmons has offered a pioneering liberal arts education for undergraduate women integrated with professional work experience. Today, Simmons is recognized as an innovative college that encompasses many of the benefits of a small university — including renowned graduate programs for men and women. Simmons continues to empower people through education, professional training, research, and community outreach. Simmons values the many dimensions of identity

— including race, class, ethnicity, and sexuality—and reflects those dimensions in curricula, community partnerships, and college policy.

Simmons consistently ranks among the nation's top schools in its category in the *U.S. News & World Report* annual survey. A comprehensive college, Simmons is nationally recognized for its experiential learning programs, its blend of graduate and undergraduate offerings, and its commitment to liberal and professional education.

Placing students first is a priority at Simmons. A number of characteristics central to the Simmons experience serve as the foundation for student success:

- a small, accessible community that encourages collaboration and challenges students to do their best;
- faculty and scholars who focus on students' educational objectives and career needs;
- extraordinary professional preparation with an emphasis on intellectual exploration and rigor, the integration of theory and practice, leadership, and informed citizenship; and
- an outstanding location in the heart of Boston, a world-class college town with unlimited educational, career, and social opportunities.

In this spirit, the College fosters open exchange of ideas among students, faculty, and the general Simmons community.

The Educational Program

Simmons College offers both graduate and undergraduate programs. Information on the graduate programs appears in the *Graduate Course Catalog*. The following section describes the undergraduate curriculum and its underlying philosophy.

THE SIMMONS EDUCATION IN CONTEXT

As a college that has been devoted to women's education for more than one hundred years, Simmons prides itself on outstanding undergraduate programs taught by high-quality faculty. Simmons is deeply committed to excellence in teaching, small class size, and innovative programs that build on founder John Simmons's original mission to offer an education that would enable women to "earn an independent livelihood."

Today, the Simmons educational program encourages students to engage actively with their studies, their communities, and the world. Grounded in individualized attention and positioned at the intersection of theory and practice, a Simmons education results in valued relationships among students; between faculty and students; and among faculty, students, and alumnae/i.

A longstanding trademark of the undergraduate programs is their dual grounding in a liberal arts and sciences curriculum and commitment to professional studies. The independent learning requirement — one of the hallmarks of a Simmons education — challenges students to apply the conceptual skills they have learned and to approach a problem, project, or workplace experience as independent researchers and applied learners.

Independent learning gives Simmons students a rigorous intellectual experience that enables them to attain both depth and practice in their chosen disciplines, to sustain a longer-term project of their own initiative, and to connect their academic work with future

employment or graduate study. One third of student internships lead to paid employment after graduation.

In recognition of the increasing importance of graduate degrees, Simmons offers accelerated BA/MA-MS programs for qualified undergraduates who wish to enter any of the eight graduate programs in the College of Arts and Sciences. In addition, accelerated programs are available in health care administration, nursing, nutrition, and management.

Simmons graduates are lifelong learners. A Simmons education provides students with the critical thinking skills needed for personal and professional success, with a balance of academic programs designed to meet the needs of the new century, and a sense of community that fosters a commitment to conscious citizenship and global awareness.

ACADEMIC ADVISING

Academic advising for undergraduates is based on the philosophy that advising is an extension of teaching; that is, that academic advising enables students to build on their strengths, identify and improve on their weaknesses, and maximize their use of College resources. The advising relationship, then, is a partnership whose aim is to support the student in her efforts to achieve her academic and professional goals.

Students are assigned academic advisors prior to the beginning of the semester in which they enter the College. Members of the faculty from all departments serve as first-year student advisors. In general, advising assignments are based on the student's expressed area of interest though every first-year advisor has a broad knowledge of the curriculum. Advisees meet with their advisors during orientation to plan their courses of study. Throughout the semester, students may meet with their advisors to change courses, to discuss academic concerns, to link their academic interests with their professional plans, and to enroll for the next semester. Advisors assist students in planning

academic schedules and interpreting the goals and objectives of a Simmons education.

Upper-class students work with advisors in their declared major(s). Advisors guide students through departmental requirements while helping them to focus their studies. Although students are responsible for monitoring their own progress toward fulfilling the College's degree requirements, faculty advisors are knowledgeable about the requirements and are also prepared to discuss career and graduate school possibilities. Certain faculty members in each department are designated to serve as advisors to students who are interested in academic and professional graduate study. The names of these advisors may be obtained from department chairs and program directors or from the director of academic advising.

PROGRAM PLANNING

The Simmons approach to liberal education is flexible, and the curriculum allows each student to develop a program suited to her individual interests and career plans. Though some areas of study are sequential and should be elected early in a student's program, most areas of study allow for the possibility of a second major or a minor. The College offers a variety of resources to assist students in making academic and career decisions, including the Center for Academic Achievement, (Academic Advising, Disability Services), the J. Garton Needham Counseling Center, the Career Education Center, the Writing Center, Student Employment, and the Career Resource Library. (See the student services section on pages 35-42). In addition, the fieldwork and internships offered by every academic department provide opportunities to test career areas and to consider the possibility of further professional study after graduation. Students in good standing may arrange to study at an international college or university. See page 10 for more information.

Majors

Students may plan a program of academic and career preparation by electing a major in the humanities, the social sciences, the sciences, or one of the College's professional programs.

Undergraduate majors include:

Africana studies
 Art
 Arts administration
 Biochemistry
 Biology
 Biostatistics
 Business and management
 Chemistry
 Chemistry-management
 Communications
 Computer science
 East Asian studies
 Economics
 Economics and mathematics
 Education:
 • Early childhood
 • Elementary, middle, or high school
 • Social studies education
 • Spanish, French, or English as a second language
 English
 Environmental science
 Exercise science
 Finance
 Financial mathematics
 French
 Health informatics
 History
 Information technology
 International relations
 Marketing
 Mathematics
 Music
 Nursing
 Nutrition and dietetics
 Nutrition and food science
 Philosophy
 Physical therapy
 Physics
 Political science

Psychobiology
 Psychology
 Public health
 Retail management
 Sociology
 Spanish
 Women's and gender studies

Minors

Academic majors are also offered as minors. In addition, a number of specialized and interdisciplinary minors are available:

Business
 Cinema and media studies
 Emerging global markets
 Entrepreneurship
 Gender history
 Leadership
 Organizational studies
 Photography
 Physics of materials
 Performing arts
 Public history
 Public policy studies
 Scientific computation
 Social justice
 Statistics
 Sustainability

Other Academic Programs

Honors Program

The Honors Program provides an opportunity for students with distinguished high school academic records who are newly entering the College or who apply after their first year. The program includes an interdisciplinary honors seminar course in the first year, opportunities for honors courses in subsequent years, specially arranged cocurricular activities, and a seminar in the senior year (see pages 140-144). Selected for the program by an honors review committee, students are required to maintain a minimum grade point average of 3.2 in order to remain in the program. Seniors in the honors program must also complete an honors version

of the independent learning requirement. For more information about applying to the honors program, see page 30.

Pre-law

Website: www.simmons.edu/academics/undergraduate/pre-law/

Although there is no specific pre-law curriculum, a strong foundation in the liberal arts, with emphasis on such subjects as English language and literature, political science, history, philosophy, or economics, is highly recommended. The Association of American Law Schools believes that pre-law education should aim for verbal comprehension and expression, critical understanding of the human institutions and values with which the law deals, and analytical thinking. Virtually any undergraduate major in the liberal arts and sciences may be designed to meet these goals. The pre-law advisor assists students with program planning and with the application process. Students intending to go to law school directly after graduation should register with the prelaw advisor, Leanne Doherty, no later than the end of their junior year.

Health Professions and Pre-medical

Website: www.simmons.edu/academics/undergraduate/pre-med/

Undergraduate preparation for medical, dental, or veterinary school should include a strong foundation in the natural sciences and a background in the social sciences and humanities. Thus, admission requirements for these schools can be fulfilled within the context of almost any liberal arts or science major at Simmons. Students should complete the pre-medical course requirements listed below by the end of the junior year to be positioned for entrance to medical school in the year after graduation:

BIOL 113 and one additional semester of biology
 CHEM 113 (or CHEM 111), 114, 225, 226

MATH 120, 121
 PHYS 112, 113
 MCC 101, 102

Completion of one year of humanities, one year of social sciences, and additional courses that develop analytical skills will provide an educational background that should meet the most stringent graduate school requirements. Admissions tests and applications to medical colleges must be completed one year in advance of the targeted enrollment date.

The health professions advisor, Mary Owen, assists students with program planning and with the application process. Students should register with her by the end of the first year. Interested students may also join the Simmons Premedical Liaison and the Colleges of the Fenway Chapter of the American Medical Students Association (AMSA). Simmons is also a member of Biological Honor Society Beta Beta.

Accelerated Master's Degrees

BA-MA/MS Degrees within the College of Arts and Sciences

Simmons encourages its undergraduates to take advantage of the College's graduate programs through accelerated master's degrees. Undergraduates can obtain an accelerated degree in any of the following CAS graduate programs: children's literature, communications management, general education, special education, English, gender/cultural studies, history and archives management, and Spanish. This degree allows an undergraduate to count two undergraduate courses toward a master's degree (with the exception of children's literature, where one course is counted).

A student applies for admission in the junior year through the Office of Graduate Studies Admission, using a modified application form. An applicant must submit two recommendations, a statement of purpose, and a writing sample appropriate to the program. Admission

requires a minimum Simmons GPA of 3.0. Simmons undergraduates are not required to take the Graduate Record Examination (GREs). See the *Graduate Course Catalog* for specific program requirements.

Master of Health Administration

The School of Management offers an accelerated Master of Health Administration (MHA) degree with CAS. A student enrolled in this program can obtain her undergraduate degree after completing the College's graduation requirements and obtain the MHA degree after completing the designated one-and-a-half or two-year course of study. A student takes graduate courses (or the equivalent upper division undergraduate courses) as part of her undergraduate curriculum and baccalaureate degree.

Undergraduate majors could include, but are not limited to, communications, economics, health and society, biology, management and nursing.

Degree Requirements: A prospective student is advised about the program requirements early in her undergraduate curriculum. The MHA is a 48-credit program, requiring students to:

- complete up to 12 credits of graduate courses (or the equivalent upper-division undergraduate courses) while undergraduates (see the table of course equivalencies on page 14);
- obtain a year of practical work experience in the health care industry through the College's field-based independent learning requirement; and
- complete the remaining 36 credits for an MHA in either four or six semesters.

Admission: A student applies to the MHA degree program in one of two ways, depending on her level of work experience.

1. *A student with less than one year of full-time work experience applies based on grades and standardized tests.* A student takes the GRE or

GMAT in the spring of the junior year and includes it in her application by the June 1 deadline for fall admission. This method is required for a student with less than one year of full-time work experience. An average of 525 on the GRE test components is normally required for admission. A student also must have a cumulative 3.0 grade point average. A student with more than one year of full-time work experience also may apply using the GRE/GMAT and grade point average approach. A student's plan for the field-based independent learning requirement is an important part of her application.

2. *A student with more than one year of full-time work experience may apply based on coursework.* A student takes HCA 501 in the fall of the senior year, and if she obtains a B+ or better in the course, the program will consider her application without the standardized tests for admission in January. The application deadline for this approach is November 1. A student's participation in the field-based independent learning requirement and evidence of relevant work experience are important parts of the application. For more information, check the website.

BS/MS Biology/Nutrition

See page 66.

BS/MS Exercise Science/Nutrition

See page 67.

BS/MS Public Health/Nutrition

See page 68.

BS/MS Nursing

See page 175.

BS/DPT Physical Therapy

See pages 190-191.

BS/PharmD Chemistry and Pharmacy

See page 78-79.

BA/MBA Management

See pages 153.

BS/MS Graduate School of Library and Information Science

Simmons undergraduates may take two graduate studies courses, and move directly from their undergraduate degree to earning a master's degree in library and information science. A specialized B.S./M.S. in Library and Information Services prepares undergraduate science majors (such as chemistry, computer science, or mathematics) for career opportunities as science specialists in librarianship and information services. For more information see <http://www.simmons.edu/undergraduate/academics/special/integrated/>.

BA/BS School of Social Work

Admission during junior year: Students can apply to the School of Social Work by February 15 of the junior year. Applicants must have a GPA of 3.3 at the end of the first semester junior year, have paid or volunteer experience that has exposed them to human services, and must graduate with an overall GPA of 3.0. The application fee is waived.

Once a student is accepted, she will be eligible to take up to two foundation courses in the social work program, most often either *Human Behavior* and the *Social Environment* or *Social Policy Services*.

Both are year-long courses. The student becomes matriculated into the graduate program upon graduation from her undergraduate program. If the grades in the social work courses are B (3.0) or better, they will be transferred toward the MSW degree and count as elective credits in the undergraduate program.

Admission during first semester of senior year:

Students can also apply to the School of Social Work during the first semester of the senior year before the December 15 deadline and be eligible to take graduate courses during the next semester. Applicants must have a GPA of 3.0 at the end of the first semester senior year and at graduation, and have paid or volun-

COURSE NUMBERING

Every course offered at Simmons includes not only a department or program designation but also a course number. These numbers can be understood in the following way:

Courses at the 100 level are appropriate for all undergraduate students, assuming appropriate high school preparation. These courses generally have no prerequisites and are taught at the introductory level.

Courses at the 200 level are appropriate for sophomores and above and for first-year students under advisement or placement by the mathematics and language departments. Such courses tend to be more specific than the broadly introductory 100-level courses, and prerequisites are optional at the discretion of the department. A prerequisite for a 200-level course is normally one course in the department (or a complementary department or program) at the 100-level. First-year students should be advised that these classes will likely include upper-class students and will therefore be more challenging than 100-level courses.

Courses at the 300 level are appropriate for juniors and seniors and are normally taken by students majoring or minoring in the field. Such courses are advanced in content and pace and represent a high level of study in the field. Courses at the 300 level generally have prerequisites, typically at least one 100- and one 200-level course. Undergraduate students should be aware that graduate students may be enrolled in 300-level classes.

Courses at the 400 level are limited to graduate students in the program or those students who have been approved to enroll by the director of the program offering the course. In general, undergraduates are not permitted to take 400-level courses.

Courses at the 500 level are generally cross-listed with an undergraduate course at the 300-level. Graduate students who opt for such a course sign up for the 500-level component, undergraduates for the 300-level.

teer experience that has exposed them to human services. The application fee is waived.

Admission for graduating seniors who do not wish to take graduate courses in their junior or senior year: Students can apply for the December 15 or February 15 deadline (October 15 for December graduates wanting to begin in January).

Study Abroad Option: Faculty-led, Short-term Travel Courses

Website: www.simmons.edu/academics/undergraduate/study_abroad/travel-programs/index.html

Simmons students are encouraged to participate in faculty-led travel courses. Each year, the College offers six to ten courses involving travel to other countries or other cultural communi-

ties within the United States. Enrolled students participate in class sessions during the semester before departure. The travel component of two to four weeks is held during semester breaks in January or early summer. Most travel courses are taught in English and have no prerequisites, and many fulfill a mode of inquiry requirement. The travel course website (see above) provides a list of available courses and programs as well pictures and text accounts of students' overseas experiences, as well as current information on offerings.

All students in good standing are eligible to register for short-term travel courses, as long as space in a specific program is available. Travel courses typically carry four credits and assume the high expectations and standards associated with all Simmons courses, whether in Boston or abroad. The travel course typically

counts as the fifth course in a student's semester program.

Due to their popularity, travel courses usually fill quickly. Students interested in these opportunities are urged to apply early by contacting the Study Abroad Office at 617-521-2128 or studyabroad@simmons.edu.

Credit for Prior Learning

The Credit for Prior Learning program offers Dix Scholars an opportunity to receive academic credit for knowledge gained through life experience. For more information, please see page 35 or contact the Office of Undergraduate Admission.

Degree Requirements

Graduation requirements are established to ensure that the Simmons educational objectives are met. Those objectives are:

- an ability to communicate effectively, particularly through critical thinking, reading, and writing
- an understanding of languages and cultures other than one's own
- an ability to use technology to enhance learning
- an exposure to a broad range of courses and modes of thinking
- an opportunity for academic specialization, independent intellectual development, and career preparation

The bachelor of arts degree is the baccalaureate degree conferred on students in all majors except those in the departments of biology, chemistry, mathematics, physics, computer science, nursing, nutrition, and physical therapy, for which the bachelor of science is awarded. In the instance where a student completes a major in both the sciences and in the arts, she may choose either a bachelor of science or a bachelor of arts degree. It is not possible to earn two baccalaureate degrees simultaneously.

A candidate for a degree is expected to complete satisfactorily the work of an approved program, including all required courses, within

the normal number of college years. When a student withdraws for a period that would extend the work of her program beyond a normal length of time, the additional work required for satisfactory completion will be determined by the faculty. A student who temporarily withdraws must meet the degree requirements in effect at the date of her readmission to the College.

Students transferring into Simmons, as well as those working toward a second baccalaureate degree, must spend at least three semesters at Simmons and earn a minimum of 48 semester hours of credit while regularly enrolled at the College in order to be eligible for the Simmons baccalaureate degree.

Current Simmons students who wish to enroll in summer courses at other institutions must first file a petition for transfer of credit in the Office of the Registrar. Summer courses to be considered for the modern language requirement or major must be approved by the department chair. No more than 16 semester hours of summer school credit from other institutions may be credited toward the Simmons degree. For additional information, contact the Office of the Registrar or consult the *Student Handbook*.

Department or Program Recommendation

The student must be recommended for the degree by her department or program advisor. She must complete one-third to one-half of the courses required for the major, including a substantial amount of advanced work, while regularly enrolled at Simmons, so that her department can adequately evaluate her for this recommendation.

Requirements for the award of the Simmons baccalaureate degree are as follows:

Completion of 128 semester hours with a passing evaluation

To obtain a broad education, as well as depth of specialization, students must successfully complete a minimum of 128 semester hours for

graduation. Most courses in the undergraduate curriculum carry four credits. Though a full-time load is a minimum of 12 credits, students typically take four courses (16 credits) per semester. Students must have a minimum grade point average (GPA) of 2.00, to be calculated from all courses taken at Simmons using the letter grade system, in order to graduate. Each student's program should be a carefully developed plan of study. This plan should include: 1) courses selected to fulfill the all-College requirements; 2) courses required of and elected by the student in her major; and 3) electives. The following outlines specific course requirements:

First-Year Experience and Multidisciplinary Core Course

FYS 101 First-Year Seminar: Simmons 101

FYW 101 First-Year Writing

MCC 102 Multidisciplinary Core Course: Culture Matters

MCC 103 Multidisciplinary Core Course: Culture Matters for Dix Scholars

See course descriptions on page 131.

All incoming first-year students take FYS 101, FYW 101, and MCC 102 in their first year at the College. There are no exceptions to this first-year requirement, including for those students with advanced placement credits in English. Students who successfully complete FYS 101 and FYW 101 then take a leave of absence are expected to take MCC 102 in the spring term of their return to the College.

Transfer students with 32 or more credits from another institution will have a formal transcript evaluation from the Registrar's Office to indicate whether the student has completed the FYW/MCC requirement, need to take MCC 102, or need to complete FYW 101 and MCC 102. Transfers with fewer than 32 credits and no previous writing experience must take FYW 101 and MCC 102.

Dix Scholars will have a formal transcript evaluation from the Registrar's Office to indi-

cate the appropriate sequence of courses to complete the College's writing requirement. Typically, Dix Scholars with one semester of writing fulfill their writing requirement by taking MCC 103. Dix Scholars with no previous writing fulfill their writing requirement by taking MCC 103 and a second semester of writing. The second course must be determined in advanced consultation with the director of MCC.

Competency in Basic Mathematics

Every Simmons graduate must have demonstrated competency in basic mathematics in one of the following ways:

- pass the College's mathematics competency exam, administered numerous times during the academic year;
- successfully complete MATH 101, 102, or a higher level mathematics course at Simmons;
- achieve a sufficiently high score on the mathematics section of the SAT, the mathematics achievement test, or an advanced placement exam; or
- present evidence of satisfactory completion at another accredited college of a mathematics course at the level of MATH 101 or 102 or above to the chair of the mathematics department.

Students must satisfy the math competency requirement during their first year at Simmons. Students who do not pass the mathematics competency test during new student orientation or who do not meet the math competency requirement in one of the other ways described above may choose to take MATH 101 or 102 in their first semester, or to retake the test in November. If they do not pass the November test, they will automatically be enrolled in MATH 101 or MATH 102 in the spring semester. Students who matriculate in January who do not pass the mathematics competency test or do not meet the requirement in one of the ways described above may take MATH 101 or 102 during their first semester, or they may retake the test in March. If they fail the test in

March, they will be automatically enrolled in MATH 101 or 102 in the following fall semester.

Language

Simmons students, with the exception of Dix Scholars and international students whose first language is not English, are required to demonstrate language proficiency at the intermediate level. Students may take up to three semesters of a modern languages (through 201) in order to fulfill the requirement. In addition, students can fulfill the requirement with a score of 3, 4, or 5 on an Advanced Placement language exam, with a score of 560 or above on an SAT II Language Test; or by passing a placement test given at Simmons indicating mastery of the third semester of a language. The Center for Academic Achievement will provide language placement tests to students for the purpose of placement and/or fulfillment of the language requirement.

In some cases, the language requirement may be waived for students with a documented learning disability. Because the language requirement expresses, in part, the College's commitment to the curricular integration of global perspectives and cross-cultural understanding, these students must complete three courses in an area of study relating to global issues and perspectives, cross-cultural understanding, and interdisciplinary knowledge. In consultation with their advisors and with a Disability Services staff member, students should select three courses from the list of approved language waiver courses. In selecting courses, students should consider which courses require prerequisites and plan accordingly. Courses used to fulfill this requirement may be used to fulfill other requirements, for example, modes of inquiry.

Information Technology and Literacy Requirement

Beginning in fall 2008 all students must satisfy the information technology and literacy requirement by the end of their third semester at Simmons. Students can do so by either

passing a competency exam or taking an approved course, currently IT 101 Living in a Digital Society or IT 225 Health Informatics. More information is available via eLearning at <http://my.simmons.edu/elearning/>.

Majors (*at least 28 semester hours*)

Students may elect a major after completion of 32 semester hours; a major must be declared upon completion of five semesters (80 semester hours) of full-time study. Students take a minimum of 28 semester hours in a major field, as determined by the department of the student's choice. Some majors include courses that are prerequisites to the major. The College's academic and professional programs also offer fieldwork or internships through which students may apply their knowledge and explore opportunities in one of the career fields related to their area(s) of study. Students may elect a single departmental major or a combination of majors.

The curriculum offers the following options:

1. A single major – a coherent sequence of courses administered by a single department.
2. A double major – the student fulfills two complete majors.
3. A joint major – a sequence of courses drawn from two departments and advised and administered with the cooperation of both. Examples are environmental science, mathematics-economics, psychobiology, and biochemistry.
4. An interdepartmental major – a broad interdisciplinary program involving courses in two or more departments or programs. Approved interdepartmental majors include arts administration, East Asian studies, information technology, and international relations.
5. The Option for Personalized Educational Needs (OPEN) program offers an opportunity to design a major with the assistance of a faculty advisor. The OPEN program is designed for the student who believes that her academic and career objectives cannot

be achieved through one of the listed majors or the joint or double majors. OPEN major courses cannot be used toward a minor or be combined with another major.

Participation in the OPEN program enables a student to work out an individualized major in accordance with her own educational needs and goals. The student works with an advisor/s on a proposal for an OPEN major. The proposal outlines the major course requirements and provides a rationale for the academic integrity and unity of the proposed program of study. Proposals should have a cover sheet, signed by the student and advisor/s, and should be submitted to the associate dean, College of Arts and Sciences, no later than the beginning of the student's junior year.

Minors (optional) (20 semester hours)

A minor is an integrated cluster of courses designed to give a student significant exposure to a subject area different from her major. All minors are 20 credits (five courses). A minor is not required for graduation but can be elected by those students who wish to indicate an area of interest that complements and refines their majors (e.g., a sociology major with an international relations minor), or that suggests a distinct area of concentration (e.g., a nursing major and a women's and gender studies minor), or that expresses a particular passion or avocation (e.g., a Spanish major and an art minor). Information about specific course requirements for minors can be found in the departmental listings in this catalog.

Modes of Inquiry

Modes of inquiry is a distribution requirement intended to ensure that every Simmons graduate, regardless of her major, experiences some of the breadth of the College's curricular offerings. In fulfilling the modes of inquiry, students will have an opportunity to challenge their intellectual capacities and to explore their interaction within their own culture, their natural environment, and their world. To ensure this educational breadth, students will take one

course from each of the following categories of study: creative and performing arts; language, literature, and culture; quantitative analysis and reasoning; scientific inquiry; social and historical perspectives; and psychological and ethical development.

A student may satisfy at most two Modes of Inquiry requirements from courses in the same prefix. AP credit cannot be used towards the mode of inquiry requirement.

See below for courses that fulfill each mode.

Mode 1 – Creative and Performing Arts

Courses in this category focus on artistic expression and communication of ideas and information. Courses may involve actual performance or production, teach artistic or communication skills, concentrate on artistic history, or discuss the role of the arts in society.

AADM 143	State of the Arts: An Introduction to Arts Administration
ART 100	Objects and Ideas: A Museum History of Art
ART 111	Introduction to Studio Art: Drawing
ART 112	Introduction to Studio Art: Color
ART 117	Introduction to Studio Art: Printmaking
ART 119	Introduction to Studio Art: Sculpture
ART 121	Artist's Books
ART/ COMM 138	Introduction to Photography and the Traditional Lab
ART 139	Introduction to Photography and the Digital Lab
ART 141	Introduction to Art History: Egypt to Mannerism
ART 142	Introduction to Art History: Baroque to the 20th Century
ART 154	Contemporary Art
ART 174	Collecting Culture: Perspectives on Art Collections in Britain
ART 182	Pictorial Language
ART 183	Drawing the Human Figure
ART 213	Painting I

ART 215	Screen Printing		ways of seeing and reading to their own life experiences. Courses in this category focus on advanced language acquisition at the 202 level or above, literacy expression, or cultural perspectives.
ART 245	American Art		
ART 246	Art in the Age of Rembrandt		
ART 249	History of Photography		
ART 251	African Art: 3000 BC to the Present		
ART 252	Arts of China and Japan	CHIN 202	Intermediate Chinese II
ART 255	African American Art	CHIN 214	Contemporary Chinese Cinema
CHIN 260	Chinese Calligraphy: Alternate Body-Building	CHIN 245	Advanced Intermediate Chinese 1
		CHIN 246	Advanced Intermediate Chinese 2
COMM 120	Communications Media	CHIN 250	Masterpieces of Traditional Chinese Literature
COMM 121	Visual Communication		
COMM 210	Introduction to Graphic Design: Principles and Practice	ENGL 111	Greek Mythology and Religion
COMM 220	Video Production	ENGL 112	The Bible
COMM 222	Animation	ENGL 121	Shakespeare
ENGL 105	Creative Writing: Nonfiction	ENGL 138	American Poetry
ENGL 107	Creative Writing: Fiction	ENGL 139	Modern Poetry
ENGL 109	Creative Writing: Poetry	ENGL 161	American Literature to the Civil War
MUS 110	Music Fundamentals	ENGL 162	American Literature from 1865 to 1920
MUS 120	Introduction to Music: The Middle Ages to Early Romanticism	ENGL 163	African American Literature Survey
MUS 121	Introduction to Music: Early Romanticism to the Present	ENGL 172	American Fiction Post-1945
MUS 125	The Symphony and Symphonic Music	ENGL 176	African American Fiction
MUS 130	Music in Austria: The Imperial Legacy	ENGL 178	Multicultural Themes in Modern American Literature
MUS 141	Mozart: The Man and His Music	ENGL 184	Modern World Drama
MUS 165	Music in Film	ENGL/	Women in Literature
MUS 222	Music in America	WGST 193	Art of Film
MUS 232	Bach to Beethoven: Music in the 18th Century	ENGL 195	Intermediate French II
MUS 234	Music of the Romantic Tradition	FREN 202	Spoken French
MUS 239	Paris in the Modern Age	FREN 240	Conversation and Composition
PHIL 132	Philosophy and the Arts	FREN 245	Translation and Linguistics
		FREN 246	The Quest for Identity: The Self and Other in the French Literary Tradition
		FREN 266	Fables, Fairy Tales, and the Emergence of the Short Story
		FREN 320	French Theater: The Actor and the Script
		FREN 322	The City as Text: Paris and Its Literary Representations
		FREN 326	Seminar: Special Topics in French
		FREN 395	<i>Dialogues culturelles</i> : France and the Francophone World
		HON 204	

Mode 2 – Language, Literature, and Culture

Courses in this category allow students to explore ideas, systems of thought, or culture(s) through language and literature. Students will gain a sense of how language and literature reveal values, that are embedded in culture. They will understand how language constructs “ways of seeing” and be able to apply such

HON 205	The Colonial Legacy: South African Film and Literature	(see pages 20-21) prior to meeting this requirement. Mode 3 courses share a commitment to enabling students to understand, interpret, analyze, and evaluate numerical data and other quantitative information. Students will enhance their ability to think systematically and logically, as well as gaining tools and experience in solving problems that are numerical and logical in nature.
HON 210	War and Memory in Latin America	
HON 304	Specimens and Collections: Science in Victorian Literature	
ITAL 202	Intermediate Italian II	
JAPN 202	Intermediate Japanese II	
JAPN 245	Conversation and Composition	
PHIL 152	Philosophy Through Literature and Film	
POLS 236	Political Novels	CS 101 www.computing.you
SPAN 202	Intermediate Spanish II	CS 112 Introduction to Programming in Java
SPAN 240	Spoken Spanish	CS 226 Computer Organization and Architecture
SPAN 245	Conversation and Composition	HON 308 Sustainability and Global Warming: Predicting the Future
SPAN 264	Pushing the Limits: The Quest for Freedom in Contemporary Hispanic Theater	IT 101 Living in a Digital Society
SPAN 265	20th-Century Hispanic Short Story	IT 125 Health Informatics
SPAN 266	Imagination, Freedom, and Repression in Latin American Literature	MATH 103 Real-Life Math
SPAN 269	The Image of the Bourgeoisie in the 19th- and 20th-Century Spanish Novel	MATH 106 Precalculus
SPAN 314	Hispanic Culture As Seen Through Film	MATH 115 Number Systems and Algebra for Elementary School Teachers
SPAN 318	Insiders and Outsiders: Love, Honor, and Social Unrest in 16th- and 17th-Century Spain	MATH 118 Introductory Statistics
SPAN 320	The World of Don Quijote	MATH 120 Calculus I
SPAN 322	Love, War, and Parody in Medieval and Contemporary Spanish Fiction	MATH 121 Calculus II
SPAN 332	Contemporary Fiction in Latin America	MATH 210 Discrete Mathematics
SPAN 336	Latin American Women Writers	MATH 211 Linear Algebra
		MATH 220 Multivariable Calculus
		MGMT 110 Principles of Financial Accounting
		MGMT 112 Personal Finance
		MGMT 238 Managing Your Venture's Bottom Line
		PHIL 123 Symbolic Logic

Mode 3 – Quantitative Analysis and Reasoning

Courses in this category enable students to develop skills in quantitative reasoning and analysis beyond the level of basic mathematical competency. Therefore, students must have demonstrated basic mathematical competency

Mode 4 – Scientific Inquiry

Courses in this category expose students to scientific disciplines, which encourage the exploration and study of the natural and physical world through application of the scientific method. This method of inquiry involves observing the analysis and interpretation of empirical data and the formulation and testing of hypotheses. These courses will include both theoretical instruction and experimentation in the laboratory or field.

BIOL 102	Biology of Human Development	CHIN 310	Chinese Civilization: Past and Present
BIOL/	Great Discoveries in Science	COMM 124	Media, Messages, and Society
PHYS 103		COMM 260	Journalism
BIOL 105	Environmental and Public Health in Costa Rica	ECON 100	Principles of Microeconomics
BIOL 107	Plants and Society	ECON 101	Principles of Macroeconomics
BIOL 109	Biology of Women	ECON/	Women and Work
BIOL 113	General Biology	WGST 125	
BIOL 123	Principles of Microbiology	FREN 310	Inside France: Studies in French Culture
CHEM 109	Chemistry and Consumption: Applying Chemistry to Society	FREN 311	Contemporary Issues in France
CHEM 111	Introductory Chemistry: Inorganic	FREN 314	Topics in French Cinema
CHEM 113	Principles of Chemistry	FREN 316	Outside France: Perspectives from the French-Speaking World
CS 111	The Science of Sound and Image Media	HIST 100	World Civilizations I: Pre-Modern Societies
HON 303	HIV/AIDS: Intersection of Science	HIST 101	World Civilizations II: Colonialism and Post-Colonialism
HON 305	Specimens and Collections: Science in Victorian Literature	HIST 128	Modern European History 1789–1989
NUTR 101	Food Science	HIST 140	History of American Civilization I: 1607–1877
NUTR 111	Fundamentals of Nutrition Science	HIST 141	History of American Civilization II: 1877–1975
PHYS 105	Science and Technology in the Everyday World: The Way Things Work	HIST 201	The Dynamics of Japanese History
PHYS 110	Introductory Physics I	HIST 202	Asia to the 18th Century
PHYS 112	Fundamentals of Physics I	HIST 203	History of East Asian and U.S. Foreign Relations
PSYC 201	Biological Psychology	HIST 204	Japanese Culture: Gender, Family, and Society
		HIST 205	Global Environmental History
		HIST 206	The Rise of Modern China
		HIST 207	Gender, Family, and Society in Modern China
		HIST 210	The African American Experience from Colonial Times to the Present
		HIST 213	Race and Ethnicity in U.S. History
		HIST 215	Women and Gender in U.S. History before 1890
		HIST 216	Women and Gender in U.S. History since 1890
		HIST 219	History of Sexuality and the Family

Mode 5 – Social and Historical Perspectives

Courses in this category focus on the historical, economic, political, or social factors that influence individuals, groups, and/or institutions. Through such an examination, students will be able to describe and analyze historical and/or contemporary patterns and structures of social institutions.

AST 101	Introduction to Africana Studies
AST 102	Social and Psychological Development of Blacks in America
AST/SOCI/ WGST 232	Race, Gender, and Health
AST 240	African American Intellectual and Political History

Gender Studies

Independent Learning
(at least 8 semester hours)

The independent learning requirement (ILR) is an essential component of a Simmons education. It constitutes a minimum of eight semester hours of a student's program. Independent learning emphasizes student initiative, planning, and implementation on a contractual basis with a faculty member.

There are several forms of independent learning opportunities available in the curriculum. These opportunities include independent study, senior thesis, integrative seminar, internship, and fieldwork. Students usually satisfy ILR in their major; however, a student may develop, with the consent of her advisor and department, such an activity in any discipline appropriate to her program.

Students with double majors should consult with their advisors to determine how to fulfill ILR. In most cases, these students can satisfy ILR in one of their two majors or by carrying out an independent study or internship that overlaps both disciplines.

A student may take up to 24 total credits of independent learning, but no more than 16 credits of field-based independent learning (see below). Note that 349 Directed Study does not count towards ILR. Directed Study is a tutorial-style learning experience offered by some departments. Such courses normally cover material needed by a student for graduation that is not offered during the year in which she needs the course.

Campus-Based Independent Learning

Independent Study: Independent study courses are numbered 350 and involve a course of study, generally initiated by the student, on a topic of interest to the student that culminates in a final paper or other substantial final project. The student meets with her faculty advisor on a regular basis to discuss the progress of her work.

Thesis: Thesis courses are numbered 355. A

thesis involves substantial independent work on a topic chosen by the student. In addition, the thesis should be an extended piece of original work demonstrating familiarity with the knowledge and methodologies of the field. In the case of exceptional work, the department can award honors to the thesis (see page 29). All theses require the consent of the academic department and must be approved by a faculty member who will oversee the project.

Integrative Seminar: The integrative seminar, numbered 390 to 399, is a departmentally or divisionally based seminar designated for independent learning credits. These courses integrate the disciplines or subfields within the discipline by focusing on a central problem, theorist, or debate at an advanced conceptual level in a seminar setting. A substantial part of the student's research for the seminar occurs independently of the class, and students are expected to have some responsibility for class discussion, including presentations. Students may take an integrative seminar more than once if the topic is different.

Field-Based Independent Learning
(no more than 16 semester hours)

Internship (four to 16 semester hours): Internship courses, numbered 370 to 379, involve a supervised learning experience grounded in theory and critical thinking. Internships are overseen by a Simmons faculty advisor and an on-site supervisor in a workplace setting selected by the student in consultation with her department and assisted by the Career Education Center. The internship can be project-based (and thus more focused) and address a single question, problem, or project. The internship must result in a reflective project appropriate to the field of inquiry. In most cases, this project will be a final paper, but it may also take the form of an artwork or a public performance, for example. Specific educational goals must be stated in advance of the student's work, and close supervision, both academic and professional, must be maintained at the site. Throughout her internship, the student has the opportunity and responsi-

bility to meet regularly with her internship advisor and supervising field director.

Fieldwork/Practicum (four to eight semester hours): Fieldwork courses, numbered 380 to 389, involve a research project or in-depth experience that takes place in the field; the student conducting fieldwork is responsible to the faculty member overseeing the project. Fieldwork gives students the opportunity to use and apply, under the supervision of a Simmons faculty member and outside the formal classroom, theoretical knowledge they have gained through their coursework. Fieldwork may take place concurrently with independent study or in an integrative seminar.

MARKS AND EVALUATIONS

Every student must obtain a minimum grade point average (GPA) of 2.00, to be calculated from all courses taken at Simmons using the letter grade system, to be eligible for the baccalaureate degree. The grading system is based upon the following categories:

** not included in GPA*

A = 4.00

A- = 3.67

B+ = 3.33

B = 3.00

B- = 2.67

C+ = 2.33

C = 2.00

C- = 1.67

D+ = 1.33

D = 1.00

D- = 0.67

F (Fail) = 0

RW (Required Withdrawal) = 0

P (Pass)*

AU (formal audit)*

W (Approved Withdrawal)*

Grading Options

A student may designate her grading options by filling out a form in the Office of the Registrar. This may be done at any time from registration up to (but not after) the day design-

nated as the final day to add a course in each semester. Any student who fails to do so will automatically receive letter grades.

Pass/Fail

A regularly enrolled Simmons student may take at most one four-credit course pass/fail in any given semester. The following courses may not be taken pass/fail:

- First-Year Writing; Multidisciplinary Core Course: 102, 103 Culture Matters
- Modern languages and literatures: All language courses numbered 101, 102, and 201; Level I or Level II language courses taken at another institution by a Simmons student while she is enrolled at the College
- Mathematics: MATH 101 and 102
- Independent learning: Courses designated 350 to 399 or any whose purpose is to fulfill the independent learning requirement

If a student using the pass/fail option receives a P in a course, she will receive credit for the course, but the P will not be averaged into her GPA. If she receives an F in a pass/fail course, she will receive no credit for the course, and the F will be averaged into her GPA as zero. Departments may also have specific policies about pass/fail courses for their majors.

Formal Audit

A formal audit may be elected by any full-time undergraduate student after the first semester, provided that she has the instructor's permission and agrees to abide by the instructor's conditions for the audit. A student may formally audit no more than one course each semester. There is no charge to full-time undergraduate students for a formal audit. A formal audit will appear on the student transcript, but no credit is given. A formal audit may not be used to satisfy any of the all-College requirements. More information on the formal audit option is available through the Office of the Registrar.

Informal Audit

Any undergraduate student is permitted to informally audit a course with the permission of the instructor, who will determine with the student expectations for coursework. No record

of the student's work is kept, and she is not permitted to take the final examination. No credit is granted for an informal audit, and the audit does not appear on her transcript.

Incomplete Evaluations

Required coursework must ordinarily be completed by the last day of final examinations. In extenuating circumstances, undergraduate students may request an "incomplete" by filing a petition with the Administrative Board. The petition, signed by the student, her advisor, and the instructor, should outline a plan to complete the work. It is the student's responsibility to monitor her progress and complete all work so that the instructor can submit a final grade by the date set by the board. Failure to submit work by the approved incomplete extension date may result in a grade of F.

Course Repeat Policy

The course repeat policy enables students to repeat a course or two for credit on a limited basis in order to enhance their understanding of the subject or to improve their overall grade point average. The following principles apply to this policy:

- A student may repeat at most two Simmons courses for credit.
- If a course is repeated for credit, both versions of the course will appear on the student's transcript and be included in the student's grade point average.

Academic Difficulty

The records of students who are experiencing academic difficulty are reviewed periodically by the Administrative Board, a faculty committee charged with monitoring the academic standards of the College. This responsibility includes reviewing the records of any student who has two or more failures in a semester (including an RW); any student whose semester or cumulative grade point average is below 2.0; any student who as a result of her achievement in Simmons Summer School has a summer or cumulative GPA of less than 2.00;

any student who applies for a leave of absence or withdraws from the College after the eighth week of the semester; or any student whose overall record is considered marginal.

The faculty has given the Administrative Board the authority to take whatever action is deemed appropriate to each individual's situation. Such actions may include a letter of warning, probation, continued probation, removal from degree candidacy, or exclusion. As a result of this review, special conditions may be imposed by the Administrative Board, in which case both the student and her parent or guardian (if the student is dependent) may be notified.

Warnings of academic difficulty are forwarded to the director of the Center for Academic Achievement by individual faculty members throughout the academic year at Simmons, and counseling and assistance are made available. Midsemester progress reports for every first-year student are also completed by the faculty and forwarded to the student and her academic advisor.

Academic Honors and Recognition Programs

Departmental Honors are offered by most departments to qualified students. Typically the student must fulfill the following requirements in order to be granted departmental honors:

- She must have a superior record in the major;
- She must complete a thesis or project that has been approved by the department or program, be supervised by at least one faculty member within the department, and receive a grade of A or A- on that thesis or project;
- She must present her work to the department or program at a designated forum; and
- She must not have been found guilty of violating the Honor Code of Responsibility during that time.

In some cases, individual departments may have more specific guidelines for departmental honors. See the individual department listing

for such details.

The Dean's List was established to recognize undergraduate students' academic excellence. To be included on the dean's list, compiled each semester, a student must have obtained a semester GPA of at least 3.50, have earned at least 12 credits using the letter grade system, and not have been found guilty of violating the Honor Code of Responsibility during that semester.

Academy is the honor society of Simmons College. Senior students who have demonstrated superior achievement according to the rules of the faculty and who have not been found guilty of violating the Honor Code of Responsibility may qualify for admission after completing at least 48 semester hours of Simmons credit using the letter grade system. Students are considered for academy at three points during their senior year. Usually, as a result of this process, the number of students admitted into academy equals about 10 percent of the senior class by the end of the academic year.

Latin Honors: Summa cum laude (3.90–4.00), magna cum laude (3.75–3.89), and cum laude (3.55–3.74) are granted to graduating seniors who achieve grade point averages at a distinguished level, have earned at least 48 semester hours of letter grades, and are not in violation of the Honor Code of Responsibility.

Principles and Policies

Simmons has committed itself to the following principles and policies:

Student Principles

Individual responsibility is the foundation of the Simmons community. The student's enrollment at the College carries with it the expectation that she will abide by the Honor Code of Responsibility:

- Each member of the Simmons community is responsible for maintaining a high level of integrity, honesty, and trust within the community;
- each student is responsible for presenting work of her own creation and for not representing as her own work that which is not hers; and
- conduct in keeping with the policies outlined in the *Student Handbook* and all other official College publications is expected of each member of the Simmons community.

The College reserves the right to require the withdrawal of any student who does not maintain acceptable academic standing or modes of behavior as outlined in the *Student Handbook* and other official publications.

Enrollment in a course implies a reciprocal agreement entered into by the instructor and student. The instructor is obliged to teach, to evaluate student work, and to be available for conferences during designated office hours; the student is obliged to complete all work by the assigned deadlines, to attend all classes, and to devote sufficient out-of-class time to course material. Three hours spent out of class in preparation for every hour in class is a reasonable expectation.

Attendance and punctuality are expected at all classes. While there are no established College-wide penalties for absences, the instructor may take attendance into account when evaluating the student's performance in the course. In accordance with Massachusetts state law, no student will be penalized for absence due to

religious observances.

If a student does not attend the first class meeting of any course in which she is officially enrolled, and does not contact the professor prior to the first class meeting by voicemail, email, in writing, or in person, the student may have placed her future enrollment in that class in jeopardy. As a result and at the discretion of the professor, the student's place on the class roster may be given to a student who is in attendance during the first class meeting, whether or not she has previously been on a waiting list.

A student who is experiencing difficulty with a course is encouraged to discuss her progress with her instructor as soon as possible. Her faculty advisor may also be able to assist with advice or resources. Students who are concerned about the quality of instruction in a course or the grade that they receive are urged to share that concern first with the instructor, then with the chair or director of the department or program in which the course is taught. If no resolution is reached, the student may pursue her grievance with the Office of the Dean of the College of Arts and Sciences.

Simmons students are actively involved in and concerned with the affairs of the College. They participate regularly in formal and informal discussions with the president and the faculty, serve on designated faculty committees, meet with candidates for faculty positions, and participate in the orientation of new students. Academic departments keep in touch with student concerns through liaison meetings.

Student Policies

The College's practice in regard to student record-keeping is based on the provisions of the Educational Privacy Act of 1974 and is intended to be a safeguard against the unauthorized release of information. Information on the Family Educational Rights and Privacy Act and students' rights under the law are available in the *Student Handbook*.

All students are given equal access to the College's programs and resources. As permitted by state and federal law, admission to the

College's undergraduate baccalaureate program is reserved for women. The College is committed to admitting qualified students of any race, color, age, religion, sexual orientation, and national and ethnic origin, regardless of disability, to all the programs and activities generally made available to students at the College, including scholarship and loan programs, athletic programs, and other College-administered social, educational, and recreational programs; and student services. All graduate schools and programs are open to both men and women. The School of Management MBA program is designed specifically for women.

An undergraduate student who wishes to withdraw from the College must notify the registrar in writing in advance of her withdrawal. Students are urged to consult with their advisors, the dean for student life, and their parents or guardians before making a decision to withdraw from the College. For further information, consult the *Student Handbook*.

College Principles

As an academic community that integrates the pursuit of the life of the mind with the leadership and analytical skills needed by our graduates to make their own critical and constructive contributions as professionals, scholars, and engaged citizens, Simmons College broadly defines diversity to include race, gender, national origin, ethnicity, religion, social class, age, sexual orientation, and physical and learning ability. The College is committed to embracing diversity, which includes:

- ensuring that the organization has inclusive leadership, policies, and practices;
- integrating diversity into the curriculum, cocurricular programming, admissions, and other activities;
- fostering an open, dynamic and critical intellectual environment of respect, civil engagement, and dialogue about differences; and
- increasing representation of traditionally underrepresented groups of students, faculty, and staff.

Simmons is committed to creating an atmosphere within which the diversity of its individual members meets with understanding, respect, and encouragement and where discrimination and harassment by any member of the faculty, staff, or student body against any other will be condemned and redressed. The College does not tolerate sexual harassment of employees or students.

SIMMONS COLLEGE NOTICE OF NON-DISCRIMINATION AND GRIEVANCE PROCEDURES

Chartered in 1899 and opened in 1902, Simmons College is first and foremost an academic community whose primary goals are to prepare women and men to be well informed, open-minded, and sensitive to values. To attain these goals, the College seeks to create an atmosphere within which students may learn to become actively engaged members of society and to develop the resources to lead rich personal lives. Active and continuing exchange of ideas among students, faculty, and the general college community is central to achieving these goals.

To ensure that these goals are attained, Simmons has committed itself to the following principles:

Simmons College supports the principle and spirit of equal employment opportunity for all persons, based on each individual's qualifications and fitness. In accordance with applicable law, the College administers its employment and personnel policies without regard to race, color, religion, disability, national origin, ancestry, age, sex, sexual orientation, or veteran's status.

Simmons College administers its educational programs and activities in accordance with the requirements and implementing regulations of Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, and Title III of the Americans with Disabilities Act of 1990.

Simmons College strives to ensure that all

decisions concerning hiring and promotion of faculty and staff, or the educational process of students, are based on considerations appropriate to an academic institution and not on factors such as race, color, sex, sexual orientation, religion, age, national origin, ancestry, disability, or veteran's status.

Complaints of discrimination or harassment should be addressed to the director of human resources when brought by employees, or to the applicable dean for appropriate action when brought by students. Complaints or inquiries concerning the College's policies and compliance with applicable laws, statutes and regulations may also be directed to the College president's office, Room C202, 617.521.2073. A complaint should contain your name and address and a brief description of the action you believe is in violation of state or federal law. A complaint should be filed with the appropriate office within 60 days after you, the grievant, become aware of the alleged violation. The president or appropriate college officer will conduct an investigation and issue a written decision on the complaint, ordinarily within 45 days.

Grievance Procedure

A written complaint alleging violation of the federal sex and handicap discrimination regulations (34 C.F.R. Part 106 and 45 C.F.R. Part 86, implementing Title IX; 34 C.F.R. Part 104 and 45 C.F.R. Part 84, implementing Section 504 of the Rehabilitation Act; and 45 C.F.R. Part 83, implementing Section 855 of the Public Health Service Act) may be filed with the College by any student, employee, or other aggrieved person. Complaints under this procedure will not be processed from applicants for employment or admission. A College employee's allegation that he or she has been subjected to discrimination prohibited by the regulations will be processed under the relevant employee grievance procedure. Inquiries concerning the application of nondiscrimination policies may also be directed to the assistant secretary for civil rights at the U.S. Department of

Education, Office for Civil Rights, 330 C Street, Washington, DC 20202.

Information for Students with Disabilities

Simmons College is committed to the full participation of all students in its programs and activities. Although Simmons has no academic program specifically designed for students with disabilities who are otherwise qualified for admission, Simmons is committed to providing support services and reasonable accommodations when requested by students who qualify for them.

Section 504 of the Rehabilitation Act of 1973 (Section 504) and the Americans with Disabilities Act of 1990 (the ADA) protect otherwise qualified individuals with disabilities from discrimination on the basis of their disabilities. Both Section 504 and the ADA protect the following persons: those who have a physical or mental impairment that substantially limits a major life activity, those who have a record of impairment, or anyone who is regarded as having impairment.

The process for obtaining a reasonable accommodation for a documented disability is an interactive one that begins with the student's disclosure of her/his disability along with the request for a reasonable accommodation. Every Simmons student who is seeking an accommodation for a disability must provide Simmons with sufficient current medical documentation from a qualified clinician or health care provider that supports the request for an accommodation and sets forth suggestions for accommodations.

Requests for accommodations and supporting documentation should be directed to the Disability Services Office, located in the Center for Academic Achievement. The College's Disability Services Office is responsible for assisting Simmons students who have identified themselves as having a disability and who are seeking an accommodation as a result of their disabilities. Timeliness is an integral part of the accommodation process. Students should initiate the process for obtaining accom-

modations as soon as possible, preferably no later than the start of the course in which they are seeking the accommodation. Academic accommodations for a disability are not granted retroactively. The College's ADA compliance officer oversees the Disability Services Office staff members. Concerns or grievances with the Disability Services Office and/or its determinations regarding accommodations should be brought to the ADA compliance officer, Tim Rogers.

Religious Observance

Students who are unable, because of their religious beliefs, to attend classes or to participate in an examination, class, or work requirement on a particular day shall be excused from the class, study, or work requirement and shall be provided with an opportunity to make up the examination, study, or work they may have missed consistent with Massachusetts General Law Chapter 151C, Section 2B. That law states:

Any student in an educational or vocational training institution, other than a religious or a denominational educational or vocational training institution, who is unable, because of his/her religious beliefs, to attend classes or to participate in any examination, study, or work requirement on a particular day shall be excused from any such examination or study or work requirement, and shall be provided with an opportunity to make up such examination, study, or work missed because of such absence on any particular day; provided, however, that such makeup examination or work shall not create an unreasonable burden upon such school. No fees of any kind shall be charged by the institution for making available to the said student such opportunity. No adverse or prejudicial effect shall result to any student because of his/her availing himself of the provisions of the sections.

Questions about absences for religious observance should be directed to the Office of Student Life or the registrar.

Other Policies

Simmons College subscribes without excep-

tion to the Campus Security Act of 1990. It is College policy to provide members of the College community with information, reports, and statistics as required by P.L. 101-502; to maintain working relationships with other law enforcement agencies to ensure cooperation between different law enforcement jurisdictions; and to provide educational programs designed to increase crime and safety awareness among students, faculty, and staff. For information regarding the Campus Security Act, contact the director of public safety at 617-521-2289.

In addition, data regarding retention at Simmons is available from the registrar of the College, in compliance with P.L. 94-482. For information regarding graduation statistics, contact the Office of the Registrar at 617-521-2111.

Administration

The Corporation of Simmons College was chartered in 1899 in accordance with the will of John Simmons. It is the overall governing body of the College and consists of the Board of Trustees and non-trustee members (called Corporators). The Corporation annually elects members to the Board of Trustees and the Corporation.

The Board of Trustees is entrusted with the management of the business, property, and affairs of the College, including setting overall policy for the College, appointing the president and officers of the College, approving the granting of degrees and other academic functions, and ensuring the responsible use of its assets for the long-term health of the institution.

The President is appointed by the Board of Trustees and is the chief executive officer of the College, responsible for the academic and financial administration of the College in accordance with policies established by the Board. The vice presidents and academic deans report to the president. The president acts as a liaison between the Board of Trustees and the faculties; works with members of the Board and the Simmons community to plan and budget for College needs; and fosters an open, collegial environment for faculty, staff, and students. In addition, the president works closely with alumnae/i, business, government, foundations, educational associations, and other external constituencies and ensures that the College plays an active role in Boston-area community relations and higher education on a national level. Helen G. Drinan is the current president.

The Provost, reporting to the president, is the Chief Academic Officer and the second-highest ranking officer at Simmons. All Deans, the Office of Sponsored Research, the Library, the Registrar, the Career Education Center, and the Study Abroad Office shall report to the provost. In the president's absence, the provost shall serve as the chief executive officer for the university. The provost provides leadership and advocacy for Simmons's academic programs. The provost coordinates and manages the pro-

motion and tenure process, advises the president and Board of Trustees on academic matters, and plays a major role in developing the annual budget and in recommending allocation of resources, particularly within academic units. Charlena Seymour is the current provost.

The Vice Presidents are the leaders of the five administrative units of the College. They are responsible for the day-to-day operation of the College as well as long-term planning, staffing decisions, and resource allocation for their respective divisions and for the College as a whole. They also serve on the President's Council along with the Deans of each school.

The General Counsel is responsible for providing a wide variety of legal services to members of the Simmons community, including its Board of Trustees, administrators, faculty, and staff. The general counsel advises on regulatory compliance, internal governance, risk management, and commercial transactions, and she engages the services of outside law firms for matters requiring specialized expertise. The general counsel also serves as clerk of the College and secretary to the Board of Trustees. Kathleen B. Rogers is the current general counsel.

The Deans of each of the five schools are the academic leaders of their units. They are responsible for long-term planning, staffing decisions, curriculum support, and resource allocation. They work closely with the administrative units, oversee admission in their schools, and serve on President's Council, along with the vice presidents.

Admission

FIRST-YEAR STUDENTS

Simmons students come from most of the 50 states and more than 40 countries. They represent varied geographic, religious, racial, ethnic, and economic backgrounds and have a variety of interests — in their studies as well as their extracurricular activities.

Retaining this diversity and maintaining a high standard of academic achievement is the responsibility of the Admission Committee. The members of the faculty and administration who make up the Admission Committee meet regularly to review each applicant's credentials and discuss applications individually, selecting for admission those students who appear to be best qualified for Simmons. The most important credential for each applicant is the high school record. A careful study of the number and level of courses that a student has taken, her grades, and her recommendations gives the committee an indication of the kind of work she can be expected to do in college. In addition to evidence of academic ability, the committee looks for students who have shown the motivation to succeed and an interest in serving their communities, as well as those with special talents and leadership qualities. What the student says about herself, particularly in her application essay and during the interview, provides the committee with a sense of her interests and the kinds of activities to which she has devoted her time and energy. The results of the required standardized tests help to complete the picture.

Application Procedure for First-Year Students

Simmons offers two admission plans for first-year student applicants:

1. **Early Action:** Students who are interested in learning about their admission decision early in the cycle may apply early action, which is a nonbinding plan. The deadline to apply early-action is December 1, with

notification of a decision by mid-January.

2. **Regular Decision:** The application deadline for regular-decision is February 1. Typically students are notified of a decision by mid-April. Simmons subscribes to the national candidate's reply date of May 1.

Required Credentials

1. **Application Form:** The Simmons application and a nonrefundable \$35 fee should be submitted to the Office of Undergraduate Admission for regular-decision candidates by February 1. Early-action candidates should apply by December 1. Students applying for the spring semester, which begins in January, should submit an application by December 1. The common application or universal application may be used in place of the Simmons application.
2. **Application for Financial Aid:** Refer to page 37 for application details.
3. **Tests:** Every applicant must take either the SAT I: Reasoning Test or the American College Testing Assessment (ACT). Applicants whose native language is not English should see the test requirements for international students (page 33). All tests should be taken no later than the January testing date of the applicant's senior year. Scores should be reported to Simmons by the College Board. (The CEEB code for Simmons is 3761; the ACT code for Simmons is 1892.) For information concerning these tests, visit the College Board website at www.collegeboard.com or the American College Testing Assessment website at www.act.org.
4. **Secondary School Record:** An official transcript from the secondary school is required.
5. **Recommendations:** The applicant must submit two official recommendations from the high school she attends, one from a guidance counselor and one from a teacher. A student may submit additional recommendations if she so chooses.
6. **Personal Interview:** Each applicant should

visit the College, if possible. An interview is strongly recommended. The admission office is open for interviews year-round, Monday through Friday, from 9:00 a.m. to 4:00 p.m., and during certain times of the year on Saturday from 9:00 a.m. to 1:00 p.m. Appointments are required.

7. **Deferred Admission:** Students who are not able to attend Simmons the semester for which they were accepted may request to have their acceptance deferred to the next semester or the next academic year. Requests must be submitted in writing to the Office of Admission office prior to the expected enrollment date. Students who defer their acceptance to the fall semester must do so prior to February 1 to guarantee their space in the class. Requests made after this date will be reviewed on a case-by-case basis. A student may only defer her acceptance for one year. After one year, she must reapply to the College.

Advanced Placement

Academic credit and/or advanced placement in courses taught at Simmons may be granted to students who have completed advanced placement (AP) courses in secondary school. Achievement in the AP tests of the College Board is recognized as follows: eight credits will be given for a score of five; four credits will be given for a score of four. AP credit may not be used to replace the required first-year course (MCC).

Merit Scholarship Programs

Simmons College offers several academic scholarships for incoming undergraduate students. These awards are determined by the Office of Admission and are awarded only at the time of admission. Merit scholarships are renewable for four years (eight consecutive semesters) of full-time undergraduate coursework. They may not be used for summer sessions, graduate coursework, or study-abroad programs, and may not be combined with other waivers or merit scholarships.

Simmons Alumnae Scholarships

Simmons Alumnae Scholarships are renewable scholarships provided for select daughters, sisters, and granddaughters of Simmons graduates. Alumnae scholarships cannot be awarded to students who have a relative currently enrolled at the College. A separate application is not required.

The Dean's Scholarship

The Dean's Scholarship, a \$12,000 or \$15,000 award renewable with a 3.00 Simmons grade point average, is awarded to admitted students who have demonstrated outstanding academic achievement. The Dean's Scholarship is awarded at the time of acceptance and is subject to availability of funds. A separate application is not required.

The Presidential Scholarship

The Presidential Scholarship, a \$10,000 award renewable with a 3.00 Simmons grade point average, is awarded to admitted students whose academic achievement and personal qualities indicate that they will continue to perform at the highest level when they enroll at the College. The Presidential Scholarship is awarded at the time of acceptance and is subject to availability of funds. A separate application is not required.

The Achievement Scholarship

The Admission Committee grants the Achievement Scholarship to a select group of students to acknowledge their extraordinary contributions to high schools and communities. Leadership, service, and co-curricular achievements distinguish candidates for this annual scholarship of \$5,000. The Achievement Scholarship is renewable for four years with satisfactory academic progress. A separate application is not required.

Honors Program

The honors program is an interdisciplinary curriculum designed for highly motivated students with strong analytical and writing skills,

high levels of creativity, and an eagerness for intellectual challenge and learning. For more information on this selective program, please see page 147. Applications are available in the Office of Admission and on the College's website. For more information, please write to honors@simmons.edu.

TRANSFER STUDENTS

Students with advanced standing are also admitted to the College as transfers. A transfer student is anyone enrolling in Simmons for the first time who has attempted at least nine college-level credits at another accredited institution and is 23 years old or younger. Transfers are accepted for both the January and September terms. Transfer credit is generally granted for courses comparable to those offered by Simmons that were successfully completed with a grade of at least C at another accredited institution. Credit for a course taken elsewhere with a grade of P can transfer if the registrar's office can determine that the P is not equivalent to a grade below C. To be eligible for the Simmons degree, transfer students must spend at least three semesters at Simmons and earn a minimum of 48 semester hours of credit. Students 24 years of age or older and students seeking a second bachelor's degree should apply to Simmons using the Dorothea Lynde Dix Scholars admission application. Please see page 34 for details.

Application Procedure for Transfers

1. **Application Form:** The Simmons Transfer application and a nonrefundable \$35 fee. An application should be submitted to the Office of Undergraduate Admission by the preferred April 1 deadline for students interested in transferring for the fall semester.

Notification of decisions is on a rolling basis. Accepted students who apply by April 1 and decide to enroll are required to submit a nonrefundable deposit no later than June 1. Students who apply after April 1 will be given a deposit deadline based on

the date of decision. Students applying as transfer candidates to begin the nursing program in the fall semester are strongly encouraged to apply by March 1.

Students interested in enrolling for the spring semester should apply no later than November 15. The common application or universal application may be used in place of the Simmons application.

2. **Application for Financial Aid:** Refer to page 37 for application details.
3. **Secondary School Record:** An official transcript from the secondary school showing final grades earned, as well as proof of graduation is required. The applicant should contact her high school directly for this information. Students who have already earned an associate's degree are exempt from this requirement.
4. **Tests:** Standardized test results are required of each applicant. This requirement may be met by taking either the SAT I: Reasoning Test or the American College Testing (ACT) Assessment. Students who have completed a full year of undergraduate work are generally exempt from this requirement. However, all applicants for nursing and physical therapy must submit standardized test scores. For information concerning these tests, visit the College Board website at www.collegeboard.com or the American College Testing Assessment website at www.act.org.

International students whose primary language is not English must take the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) in place of the SAT I or ACT. Scores of tests taken before college entrance may be submitted. In all cases, the applicant is responsible for having the test results forwarded to the Office of Admission. Applicants who have not taken any tests should contact the Office of Admission.

5. **College Record:** An official transcript from each college attended is required. If a

student is enrolled in classes at the time of application, the applicant must file a supplementary transcript with final grades.

6. **Midterm Grade Report:** The admission committee requests that each applicant have her current instructors send midterm reports with her expected grades to the admission office. A form is provided in the transfer application.
7. **College Recommendations:** A recommendation from a faculty member and a letter of good standing from the academic dean or academic advisor at the applicant's most recent college are required. Forms for this purpose are included with the application materials. As directed on the form, the dean or advisor must also indicate the current academic status of the applicant. The Simmons Office of Admission keeps all credentials for one year. Therefore, applicants should notify the office if they have previously applied to the College, as some of the required credentials may already be on file.

Advanced Placement for Transfer Students

To receive advanced placement credit, a transfer student must have taken the College Board Advanced Placement Examination before she matriculated at the college she attended as a first-year student, and she must apply for credit no later than the end of her first semester at Simmons. She must also submit the official Educational Testing Service's verification of her scores to the Office of the Registrar. For additional information about advanced placement credit, please see page 30.

Transfer students may also receive credit through the College Level Examination Program (CLEP). Students may transfer in a maximum of 80 credits via AP exams, CLEP exams and coursework taken at another accredited institution.

Second Baccalaureate Degree

Qualified students holding a baccalaureate

degree may be admitted to the College as candidates for another baccalaureate degree. They are allowed to apply, where appropriate, up to a maximum of 80 credits from the first degree toward the second degree. Second baccalaureate degree applicants must apply through the Dorothea Lynde Dix Scholars admission option and, once admitted, are subject to the policies that apply to Dix Scholars.

Merit Scholarship Programs for Transfer Students

Simmons College offers academic scholarships for incoming undergraduate transfer students. These awards are determined by the Office of Admission and are awarded only at the time of admission. Merit scholarships are renewable for a maximum of four years (eight consecutive semesters) of full-time undergraduate coursework. They may not be used for summer sessions, graduate coursework, or study-abroad programs and may not be combined with other waivers or merit scholarships.

Simmons Alumnae Scholarships

Simmons Alumnae Scholarships are renewable scholarships provided for select daughters, sisters, and granddaughters of Simmons graduates. Alumnae scholarships cannot be awarded to students who have a relative currently enrolled at the College. A separate application is not required.

The Achievement Scholarship

The Committee on Admission grants the Achievement Scholarship to a select group of transfer students to acknowledge their academic achievement in both high school and college, as well as their contributions to these communities. Academics achievement, leadership, service, and cocurricular achievements distinguish candidates for this annual scholarship of \$5,000. The Achievement Scholarship is renewable for a maximum of four years with satisfactory academic progress. A separate application is not required.

Honors Program

The honors program is an interdisciplinary program designed for highly motivated students with strong analytical and writing skills, high levels of creativity, and an eagerness for intellectual challenge and learning. Transfer students entering Simmons as degree candidates have the opportunity to apply for admittance to the honors program. While this program is highly selective, women with excellent combined experience in work and academics are encouraged to apply. To be eligible for the honors program, transfer students must begin study at Simmons during the fall semester and have fewer than 40 credits in coursework from another institutions or have sophomore standing at the start of their enrollment at Simmons. Applications are available in the admission office. For more information, please write to honors@simmons.edu.

International Students

Simmons College actively seeks out the most qualified students from every part of the world. Students who have completed or will complete the level of secondary education appropriate to beginning bachelor-level studies in the U.S. will be considered. Many students are eligible for advanced standing and college credit for certain secondary school examinations and certificates (such as A-level exams and the international baccalaureate). Transfer students from junior colleges, institutes, and private and public colleges and universities recognized by their local governments will also be considered candidates for admission and transfer credit.

1. **International Honors Scholars:** Students who are not U.S. citizens or permanent residents are not eligible for financial assistance at Simmons College. However, those applying as first-year or transfer students are considered for all merit scholarships. In addition, F-1 international students are allowed the opportunity to work up to 20 hours per week through on-campus employment.

2. **Declaration of Finances:** Students who are not U.S. citizens or permanent residents are required to submit evidence of financial support in order to meet U.S. Immigration and Naturalization Service regulations for obtaining an F-1 student visa.
3. **Tests:** Students must demonstrate proficiency in English. If a student's native language is not English, she should arrange to sit for the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS). A minimum score of 560 on the paper exam, a 220 on the computer-based exam or a 83 on the Internet-based TOEFL is required. For the IELTS, the minimum required score is 6.5. First-year students are also required to take the SAT Reasoning Test or the American College Testing Assessment (ACT). Any questions or concerns may be directed to the coordinator of international admission.
Information on both tests may be obtained from educational advisors at USIS offices, Fulbright commissions, U.S. embassies and consulates, and international high schools overseas.
4. **Application Deadline:** The preferred application deadline for international students is February 1; however, applications will be considered on a continuous basis throughout the year. Applicants will be notified of an admission decision as soon as it is made. An F-1 student visa eligibility document (I-20) will accompany the admission decision letter for all students who are neither U.S. citizens nor permanent residents and who have provided the necessary documentation of financial support.

ADMISSION OPTIONS FOR ADULT UNDERGRADUATE STUDENTS

Dorothea Lynde Dix Scholars

Simmons offers undergraduate education to women 24 years of age and older who seek

liberal arts and sciences background combined with professional career preparation. Students of any age seeking a second baccalaureate degree are also considered Dix Scholars. The Dorothea Lynde Dix Scholars admission option for adult students has garnered national attention as one of New England's oldest, most successful programs of its kind. Women enter Simmons for many reasons: to complete an undergraduate degree, to fulfill prerequisites for graduate school, to expand their knowledge and competence as professionals, to gain enrichment, or to take courses as guest students from other colleges. The Office of Admission provides a highly individualized admission process designed to help students transition from work or family life into college. Students are able to complete or supplement their educations on a flexible basis, either full- or part-time. However, only management students are able to earn their degrees exclusively in the evening.

Readiness and ability to handle coursework at Simmons are important factors in the admission process. Applications are accepted year-round, and the process may be initiated at any time for fall, spring, or summer semester. During an initial interview, a counselor in the Office of Admission will guide applicants through the application process. Upon admission, designated advisors in undergraduate departments and programs provide academic advising to Dix Scholars.

Admission Options

Degree Candidacy: Women who wish to earn their undergraduate degree may apply for any of Simmons's degree programs by filling out the appropriate application. Degree candidates are eligible to receive financial aid and may attend either part- or full-time. Dix Scholars may transfer up to 80 semester hours toward a Simmons baccalaureate degree through prior coursework, the College-Level Examination Program (CLEP), and the College's Credit for Prior Learning (CPL) process. A minimum of 48 credits must be completed at Simmons in

order to earn a degree.

The Credit for Prior Learning (CPL) program offers Dix Scholars an opportunity to receive college credit for knowledge gained through life experience. Dix Scholars, once enrolled as degree candidates, can apply for credit for learning attained through employment, volunteer work, hobbies, travel, or other activity. The CPL program includes a required two-credit seminar, IDS 227 (see page 144), facilitated by the faculty CPL advisor, Associate Dean Cathie Mercier. Please contact the admission office for more information.

Dix Scholars must complete all College requirements (see pages 13–22), with the exception of the language requirement. Dix Scholars transferring credits can often apply those credits to complete requirements. The registrar provides an audit of the applicant's previous coursework that matches her academic experience to the Simmons curriculum. If a student wishes to have her previous coursework considered for transfer credit, she must submit her official transcripts to the admission office.

Non-Degree (Special) Candidacy: Women or men who wish to take classes but do not necessarily want to earn a degree may apply as non-degree candidates. Non-degree candidates are allowed to take classes but are not eligible for graduation status unless they become degree candidates after applying. Non-degree candidates are not eligible to receive financial aid.

Housing for Dix Scholars

On-campus housing is available in residence halls reserved for graduate students and Dix Scholars pursuing a baccalaureate degree here at Simmons College based on availability. For a housing application or general housing information, please write to reslife@simmons.edu.

Tuition and Financial Aid for Dix Scholars

Because Dix Scholars often have life commitments involving family and work that preclude many from attending college full-time,

Simmons offers these students tuition based on credits rather than flat tuition. This policy enables the adult student to have greater flexibility in completing her program. See page 38 for current tuition rates. Dix Scholars who apply for admission as degree candidates are welcome to apply for financial aid. See below for further information about financial aid.

Dix Scholarships

The Dix Scholarship is awarded to all women who are admitted as degree candidates and who have not been previously enrolled in a Simmons degree-seeking program. A separate application is not required. The scholarship is approximately equal to the cost of one course. Please contact the Office of Admission for the specific amount of the scholarship.

Honors Program

The honors program is an interdisciplinary program designed for highly motivated students with strong analytical and writing skills, high levels of creativity, and an eagerness for intellectual challenge and learning. Dix Scholars entering Simmons as degree candidates have the opportunity to apply for admittance to the honors program. While this program is highly selective, women with excellent combined experience in work and academics are encouraged to apply. To be eligible for the honors program, Dix Scholars must begin full-time (at least 12 credits) study at Simmons during the fall semester and have fewer than 40 credits in coursework from another institution, or have sophomore standing at the start of their enrollment at Simmons. Applications are available in the Office of Admission. For more information, please write to honors@simmons.edu

Financial Aid

Simmons College administers a comprehensive financial aid program, which includes institutional, federal, and state grants; loans; and work opportunities. Simmons makes its educational opportunities available to as many capable, promising students as possible and welcomes applications from students who could not meet their expenses at the College without assistance.

The primary responsibility for educational financing belongs with the family. Financial aid eligibility is determined through the evaluation of a family's ability to contribute toward educational expenses. Simmons College and/or the federal government may award funds to supplement the family's ability to pay. At Simmons College, both academic excellence and financial need are used to determine a student's financial aid package. The cost of attendance is re-established each year, and family resources are re-evaluated annually.

Scholarships and Grants

Merit Scholarships: Simmons College offers some grants and scholarships based on academic excellence, achievement in leadership, community service, and cocurricular activities. Non-need-based funding is awarded upon entrance to the College and has varying grade point average requirements for renewal in subsequent years. For a description of these opportunities, please see page 44.

Need-based Grants: Simmons College also offers grants based on financial need. In subsequent award years, satisfactory academic progress and changes in calculated need will continue to have an impact on the grant amount a student receives. If a student receives a Simmons need-based grant as part of her aid package, it may be adjusted during the academic year to include support from one of Simmons's 175 special endowed funds; however, the total grant amount will not change. Endowed scholarships/grants are part of the pool of Simmons need-based funds made possible by the generosity of alumnae and friends

of the College who believe in providing opportunities for needy students at Simmons.

Federal Pell Grant: This grant is offered by the federal government, based on high financial need. Ineligibility for the Pell Grant does not indicate that a student will not be eligible for other federal programs such as the Federal Stafford Loan program.

Federal Supplemental Educational Opportunity Grant (SEOG): This grant is provided to Simmons by the federal government and is awarded to the neediest undergraduate students.

State Scholarship/Grant: This award is offered by a student's state of residence. Massachusetts, Connecticut, New Hampshire, Maine, Vermont, Pennsylvania, and Rhode Island are the states that currently offer funding to students attending schools in Massachusetts. Each state has its own application procedure and deadline to be followed for consideration.

Loans: Federal and Institutional

Unlike scholarships and grants, loans must be repaid. Students are required to sign a promissory note for all loans. Repayment begins after graduation or when a student drops below a half-time registration status. If a student is borrowing a federal loan at Simmons College for the first time, federal regulations require that she complete loan entrance counseling before any loan funds can be credited to the student account.

Federal Perkins Loan: Federal Perkins Loan funds are provided to Simmons by the federal government and are reserved for the neediest students. Repayment of the principal (at 5 percent interest) begins nine months after the student is no longer enrolled at least half-time. There are no interest charges on a Perkins Loan while a student is enrolled at least half-time. Depending on the amount a student borrows, the repayment term can extend up to 10 years.

Institutional Loans: These institutional loans are awarded by Simmons College based upon financial need. Repayment begins after a student ceases to be enrolled at least half-time. The funds for these loans come from a variety of sources

including endowed funds established by donors to provide low-interest loans to students.

Subsidized Federal Stafford Loan: This federally subsidized loan is made available by the federal government. Eligibility is determined in the same manner as other federal need-based aid. The maximum annual loan for first-year students is \$3,500; for sophomores, \$4,500; and for juniors and seniors, \$5,500. The cumulative maximum for undergraduate study is \$23,000. The rate of interest is set annually. The interest is paid by the federal government while the student is in school. Repayment begins six months after a student ceases to be enrolled at least half-time. Depending on the amount borrowed, the repayment term can extend up to 10 years.

Unsubsidized Federal Stafford Loan: This loan is available to students who do not qualify on the basis of need for subsidized loan funds. Eligibility is the difference between the cost of education and total financial aid (including any subsidized loan) up to the annual maximum. Total loan limits for both subsidized and unsubsidized programs, either singularly or combined, are the same. Independent undergraduates may borrow an additional \$4,000 (first-year students/sophomores) or \$5,000 (juniors/seniors) annually. Annual interest is the same. Payment of interest begins immediately, but it may be capitalized and paid during the repayment period after a student ceases to be enrolled at least half-time.

Parental and Family Loan Programs and Payment Plans

The College is committed to assisting families in pursuing additional financing options. The Federal PLUS Loan for parents and the Massachusetts Educational Financing Authority (MEFA) Loan are two excellent financing alternatives that may be used to extend the period of payment for the borrower's convenience. For more information about monthly payment plans, see page 53. Monthly payment plans are a means of budgeting education costs over the academic year without borrowing,

thereby allowing families to pay for current academic-year expenses out of current monthly income and savings. In addition to these loan programs, there are several funds designed to help students during the semester when emergencies arise. These short-term loans are available to students no more than once each semester.

Part-Time Employment

Federal Work Study: A student's financial aid may contain a federal work-study award, which is administered by the College but funded by the federal government. These awards are made based upon need. A work-study award does not guarantee a job, but it offers the student an opportunity to apply and interview for a desired position.

Part-time General Employment: Simmons College also offers general employment, which is funded by the College to provide employment both on and off campus. General employment is available to students regardless of financial need. Through either source of funding, a student may work up to 20 hours per week in either on- or off-campus positions. Average wages range from \$6.75 to \$10.00 per hour. Students receive a bi-weekly paycheck for hours worked. Students interested in all types of work opportunities should contact the Career Education Center at 617-521-2487 for additional information.

Applying for Financial Aid

First-year Students

Prospective first-year students interested in applying for financial aid should do so at the time of their application for admission. The admission process is separate, and the application for financial aid will not influence the decision for admission. All first-year students are required to submit the Free Application for Federal Student Aid (FAFSA). Forms are available from the high school guidance office and can be completed via the Internet at <http://www.fafsa.ed.gov>. Detailed application instructions and deadline dates are contained in the Simmons undergraduate application for

admission.

Continuing Undergraduates

Current undergraduate students should submit the FAFSA by March 1 to assume timely notification of awards. Students will be notified beginning at the end of May.

To maintain financial aid eligibility, a student must demonstrate financial need, submit all necessary application materials by the requested dates, be enrolled at least half-time, and maintain satisfactory academic progress.

Transfer Students

Students transferring to Simmons are also eligible for financial aid as described above. The admission process is separate, and the application for financial aid will not influence the decision for admission. All transfer students are required to submit the FAFSA. These forms may be obtained at any college financial aid office. Detailed application instructions and deadline dates are contained in the Simmons undergraduate application for transfer admission. Notification begins in March for the fall semester and December for the spring semester.

Financial Aid for Dix Scholars

Newly enrolling Dix Scholars receive a Dix scholarship of \$3,400. Dix Scholars working toward their first undergraduate degree are eligible to apply for federal and state funds and a Simmons grant. Students seeking a second degree are also eligible for aid on a limited basis. Any Dix Scholar is welcome to apply for financial aid by submitting the Simmons Supplemental Information Form and the FAFSA. Students over the age of 24 are not required to submit their parents' financial information on the FAFSA. Necessary application materials and instructions are available from the Office of Student Financial Services or the Office of Undergraduate Admissions. They are due March 1 for students beginning in the fall semester and December 1 for students starting in the spring semester. Notice of awards will begin in March and December.

Registration and Financial Information

Note: All tuition and fees are subject to revision by the Board of Trustees.

Expenses: 2010–2011

Tuition for full-time undergraduates (registered for 12 credits or more) is charged on a flat-rate basis. Tuition for the 2010–2011 academic year is \$15,640 (\$17,140 for nursing students) per semester. Tuition for part-time undergraduates (registered for fewer than 12 credits) and Dorothea Lynde Dix Scholars is based on a \$978 (non-nursing) and \$1,071 (nursing) charge per semester hour of instruction.

In addition, all full-time undergraduates (12 or more semester hours per semester) and all part-time resident students must pay a health fee (\$355 per semester). The health fee entitles a student to the services of the Simmons College Health Center but does not include any accident or health insurance. The cost for room and board for undergraduates is \$6,235 per semester (\$6,985 for Dix Scholars). All full-time undergraduates and full-time Dix Scholars pay a \$120 per semester student activity fee, which supports a number of student-run activities and events.

For a full-time undergraduate student, the following College budget is suggested:

Full-Year Budget (2010–2011)

	<i>Resident</i>	<i>Commuter</i>
Tuition (Non-Nursing)	\$31,280	\$31,280
Tuition (Nursing)	34,280	34,280
Residence	12,470	N/A
Health Fee	710	710
Student Activity Fee	240	240
Non-Nursing Total	\$44,700	\$32,230
Nursing Total	\$47,700	\$35,230

Approximately \$700 should be budgeted for books and supplies.

Massachusetts Medical Insurance

Massachusetts state law mandates that all students taking at least 75 percent of full-time credit hours must be covered by medical insurance providing for a specified minimum coverage. Simmons College offers students the option of either participating in a plan offered through the College or submitting a waiver form. The waiver form must include specific insurance information on the comparable insurance plan covering the student. Waivers are completed online at the website of our insurance provider, UniversityHealthPlans.com. The waivers must be completed by August 15 for the fall semester and by December 15 for the spring semester. Full-time students who do not submit a waiver form by the due dates above will automatically be enrolled and billed for the required Massachusetts medical insurance. International students may not waive the medical insurance requirement.

Payment Policies

College charges for tuition, fees, residence, and any prior balance must be paid in full each semester before a student may attend classes. A student's registration is complete and official when the student has completed the registration forms and has settled all charges with the Office of Student Financial Services.

Students are urged to complete payment in full by the due dates of August 1 for the first semester and December 15 for the second semester. The College cannot assure that payments received after the due date will be processed in time to clear the student's official registration. Students who do not settle their accounts prior to the first day of classes may have to select courses on a space-available basis. Students whose payments are received after the due dates will be charged a \$200 late payment fee (\$100 is assessed at the due date; an additional \$100 is assessed on the first day of the term).

A fee of \$20, in addition to the above late payment fees, will be charged for any dishonored check. Checks should be made payable to

Simmons College and sent to the statement remittance address or to:

Simmons College
300 The Fenway
Boston, MA 02115-5898

Attention: Student Financial Services

or presented at the Office of Student Financial Services at the College.

The College reserves the right to withhold all of its services to students who have not met their financial obligations to the College. Such services include mailing transcripts, grades, references, and placement materials and use of various offices and facilities. It should be noted that Simmons has no deferred-payment plans and that all College charges are payable by the applicable due dates, or the late payment fees will be applied.

If the College refers a delinquent account to a collection agent or attorney, these costs, plus all expenses associated with the collection effort, will be due and payable. Many parents and students prefer to pay tuition and other fees in monthly installments and have found satisfaction with programs offered by a number of banks and other reputable financial institutions offering services along these lines. Newly accepted students and their families will often receive direct mail advertisements from these firms. Arrangements should be made well in advance of the start of the academic year. The College is not able to control such offerings, cannot recommend any particular plan, and suggests that any tuition proposal be studied carefully before its terms are accepted.

Tuition and Residence Deposits

A tuition deposit of \$250 is required of all candidates upon acceptance. The deposit is credited on the first bill, but it is forfeited if the student does not register for courses during the year for which she is accepted.

A residence deposit of \$250 is required before a room can be reserved on the College campus. It will remain on deposit while the

student is in residence. New students receive the bill for this deposit with their admission acceptance notice.

Refund Policies: Tuition General Refund Policy

Tuition refunds will be granted only through the first four weeks of a semester. The date that appears on the official add/drop form filed with the registrar is used to determine the refund amounts. Only official add/drop forms will be accepted as evidence that a student has withdrawn from a class or program. (Non-attendance in a class does not constitute withdrawal from that class.)

This refund policy applies when the student's course load falls below 12 credit hours per semester and for all Dix Scholars.

<i>Courses Dropped On or Before</i>	<i>Percentage of Tuition Charges Cancelled</i>
Fall Semester 2010	
September 10	100 percent
September 17	80 percent
September 24	60 percent
October 1	40 percent
October 8	20 percent
Spring Semester 2010	
January 28	100 percent
February 4	80 percent
February 11	60 percent
February 18	40 percent
February 25	20 percent

Special Rules Affecting Financial Aid Recipients Refund Policy and Return of Title IV Funds

If a student should completely withdraw from all coursework once classes begin in the fall or spring semesters, she may still be accountable for a portion of tuition, fees, room, and board. Simmons College is responsible for adhering to rules established by the federal government that

determine the amounts of federal financial aid (Stafford, Pell, Perkins, SEOG, TEACH, ACG, SMART) a student is allowed to keep toward college charges. The federal rules assume that a student earns her aid based on the period of time she remained enrolled. State funds are also subject to change due to withdrawal. If a student is considering withdrawal, she should meet with a financial aid counselor to discuss the financial implications.

All non-financial aid students who withdraw from some or all classes are subject to the Simmons general refund policy, which provides partial refunds of tuition only for the first four weeks of classes.

When a student withdraws, any adjusted Simmons charges that have not yet been paid are still owed to the College. The College will attempt to collect any unpaid charges, as well as late fees and interest charges. If the account is referred for collection, any associated expenses will be added to the balance due. Many privileges are suspended for students who are not in good standing with the College, including the release of academic transcripts. Questions regarding refunds should be directed to the Office of Student Financial Services.

Dropping a Course

Registration reserves a student's place in a class. This registration is binding, both financially and academically. Should a student decide not to attend class, written notification to the registrar (using the add/drop form, available in the registrar's office) is required. Notification received after the payment due date of a student's bill may result in the assessment of a late payment fee. Courses dropped are subject to the above refund policy.

Refund Policy: Residence Fees and Deposits

A resident student is required to prepay all residence charges. If a student withdraws during the first four weeks of a semester, she will be refunded a pro-rated amount for food costs, starting from the date she officially withdraws from

residence. No refund will be made after the Friday of the fourth week of the semester. Federal financial aid recipients may be subject to different rules, and students are encouraged to meet with a financial aid counselor for an explanation of an individual case.

The residence deposit reserves a residence hall room for the entire academic year. The deposit is refundable in full upon graduation or upon notification by December 1 and March 30 that the student will not be returning to Simmons College the following semester. A student who withdraws from residence in midsemester but who has paid her bills may receive her deposit in full upon written notification to the director of residence life. Students should be aware that the undergraduate room and board license agreement is binding from the date of occupancy to the end of the academic year. (A first-year student who notifies the College on or before July 5 that she does not wish a room will receive a full deposit refund. Students accepted for the spring semester must notify the director of residence life by December 1 to receive a full refund.) In addition, charges for damage or loss of College property attributed to the resident student may be assessed.

Registration: New Students

New and returning students should finalize their registrations by September 5 for the fall semester and by January 16 for the spring semester. An officially registered student is one who has completed the registration form per instructions, has obtained any necessary approvals, and has settled all charges with the Office of Student Financial Services.

Students' registrations should be final by the end of the second week of classes. Students may, with the permission of the instructor, register for classes during the third and fourth week of classes. No student may register for any course after the fourth Friday of either semester.

Billing: New Students

Invoices (statements of student accounts) are mailed prior to July 10 for the first semester and November 22 for the second semester. They are

sent to new students' permanent addresses as maintained by the registrar's office. Any student who does not receive a bill by these dates should request one from the Office of Student Financial Services. For new students who are accepted to the College after the respective billing dates noted above, all charges are payable when billed.

Tuition charges are based on the full-time student rate. Students planning a course load of less than 12 credit hours should notify the registrar in writing prior to June 8 for the fall semester and November 14 for the spring semester so a correct bill can be issued.

Registration: Returning Students

See academic calendar found on pages 6-7 for registration deadlines. No student may register for any course after the fourth week of either semester.

Billing: Returning Students

Invoices (statements of student accounts) are mailed prior to July 10 for the fall semester and November 22 for the spring semester. They are sent to returning students' permanent addresses as maintained by the registrar's office. Any student who does not receive a bill by these dates should request one from the Office of Student Financial Services.

READING A 2010–2011 CATALOG COURSE DESCRIPTION

Each department uses one or more prefixes to identify its courses: "SPAN" indicates that this is a Spanish course, offered by the Department of Modern Languages and Literatures. The "310" means that it is a 300- or upper-level course. For more information about course numbering, see page 12.

TC: If a course number is followed by TC, that course is a travel course. Travel courses usually run for four weeks beginning at the end of final exams in the spring term. They are counted as part of a student's spring semester course load. For more information about travel courses, see page 12.

Course Prefix and Number

SPAN 310 Spanish Civilization (M5) (F-1)

4 sem. hrs. Prereq.: SPAN 245 or consent of the instructor.

Discusses aspects of Spain through the ages, from Spain's multicultural society through the 15th century, and studies maestros such as El Greco, Velázquez, and Goya. Includes works by a wide variety of authors and explores music, dance, and film as well as contemporary issues through newspapers and Internet sites. Peláez Benítez.

Semester Hours

Like SPAN 310, most courses count as four semester hours towards the overall graduation requirement of 128 semester hours; some courses, however, may offer two or eight semester hours, and in a limited number of cases (e.g., some internships), students may be allowed to elect the number of semester hours within a range offered.

Prerequisites and Course Limitations

This course has a prerequisite of SPAN 245, meaning that students must have completed that course before enrolling in SPAN 310. Note that the prerequisite also says "or consent of the instructor," indicating that the instructor may grant permission to enroll without having taken the prerequisite course. In such cases, students should contact the instructor or department for more information.

Course Title

The course title indicates the major area(s) of focus for the course. Some titles are more descriptive and self-explanatory than others. Therefore, students should rely on the course description for information about the content and format of the course.

Mode

SPAN 310 may be taken to fulfill mode of inquiry five, an all-College requirement. Not all courses count towards modes. For more information about modes of inquiry, including a complete list of courses that fulfill each mode, see pages 16-20.

Semester Offered

This code indicates which semester(s) the course will be offered in 2010–2011:

F = Fall

S = Spring

U = Summer

1 = Academic Year 2010–2011

2 = Academic Year 2011–2012

Thus SPAN 310, designated (F-1), will be offered in fall of the 2010-2011 academic year (fall 2010).

A course designated (F-1,2; S-1,2) will be offered in the fall and spring semesters of both years, etc.

Course Instructor

The instructor of the course is listed at the end of the course description. Note that some courses list "Staff" as the instructor, meaning that the course is taught by an instructor who is not a member of the full-time faculty or has not yet been determined.

Course Description

The description provides a brief overview of the content and approach of the course. It might also offer an idea of the kinds of work that will be required, such as writing, research, creative work, or laboratory work.

USER'S GUIDE