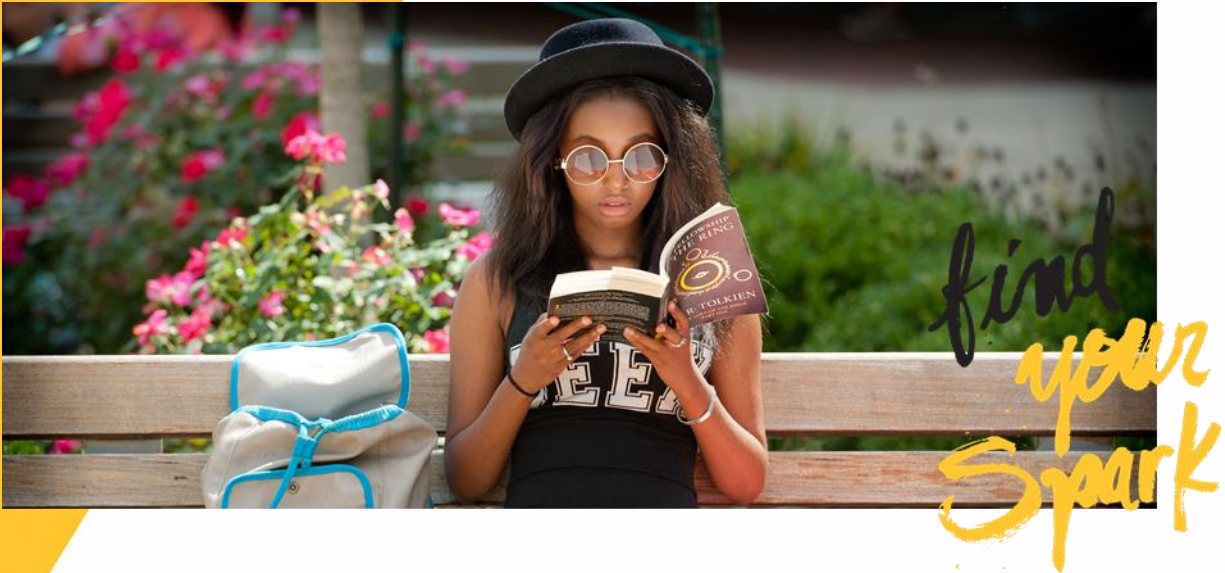


College Lingo 101



These are some important terms that you will need to become familiar with during your time in the SBS program:

Academic Advisor – either a professional advisor or a faculty advisor that helps students define and develop educational and career goals that are consistent with their personal values, interests, and talents.

Asynchronous Online Course – a type of online course. Students do not “attend” class at a set time, but rather, access pre-recorded lectures and digital curriculum materials and respond through email, discussion boards, social networking, and collaborative documents at a time of their own choosing.

Co-requisites – two or more courses that must be taken simultaneously within one semester. For example: the co-requisite for BIO 120 is BIO 120 L – General Biology Laboratory.

Course Load – the number of credit hours carried by a student in a given semester. The average course load of a full-time student is 15 credit hours. A full-time course load is 12 – 18 hours. Students should consult with their advisor about appropriate course loads.

Credit Hour – equivalent to the numbers of hours of instruction received per week in a given course. For example: most courses at NKU are 3 credit hours and therefore students can expect to spend 3 hours per week in a given class.

Face-to-Face Course – A traditional course where instructor and students are in the same physical space at the same time.

Foundation of Knowledge (General Studies) – courses common to all undergraduate programs at NKU; focusing on a broad range of topics including English literature and composition, history, mathematics, natural sciences, humanities and fine arts, foreign language, behavioral sciences, and social sciences. See the catalog for more information.

Grade Point Average (GPA) – the ratio of the number of quality points earned to the number of quality hours. Each grade earns quality points for each credit hour attempted. To compute the GPA, add all of the quality points and divide this sum by the number of quality hours.

Hold – an official action taken by the university to halt student registration and receipt of grades or transcript. Often imposed as a result of unpaid bills, probation, and/or advising requirements.

Hybrid Course – a type of course where some course instruction and activities take place in the face-to-face classroom (instructor and students together in one location) and some take place online.

Office Hours – those hours designated by faculty members as times for students to visit or call for assistance.

Pre-Requisite – a course, ACT score, or other requirement that a student must meet prior to taking a course. For example: PSY 100 is a prerequisite for PSY 200.

Registration – the process of signing up for courses for the following semester.

Semester – an academic term consisting of 15 weeks of in-class time followed by one week of final exams. There are two 15-week semesters (Fall and Spring) and shorter Summer sessions in an academic year.

Syllabus – a document provided by a course instructor which outlines the course objectives, requirements, and attendance and grading policies.

Synchronous Online Course – A type of course that is conducted online but in real time. The instructor and students are together in the same session, which will begin and end at a fixed time.

Transcript – an official record of a student's academic work at the university listing courses, grades, academic standing, and degrees completed.

Transfer Credit – courses completed at another institution and accepted by NKU as part of a student's academic record. The Admissions Office and/or the appropriate academic department must evaluate all transfer work.

Undergraduate Catalog – the official university document that contains information pertaining to academic requirements and policies, as well as course descriptions and campus resources.

Please see the "Glossary of Useful Terms" in the SBS Student Handbook for additional definitions.