

# ACADEMIC SERVICES

## ADMISSIONS

The primary functions of the Admissions Office at Francis Marion University are to recruit and admit new students and assist students in the application and enrollment process. The Admissions Office is also committed to providing development opportunities for students even after they enroll. Students can develop personal skills in organization, marketing, public speaking, and leadership through involvement in the Diplomats (student ambassador) program. A select group of students is chosen each fall on the basis of scholarship, leadership, and communication skills. Diplomats help recruit students to FMU through counseling, presentations to students, campus tours, and involvement with special events such as Open Houses, scholarship receptions, and counselor luncheons. Diplomats will participate in a training program to enhance their knowledge of FMU. The program also includes presentation skills, interpersonal skills, and other skills to enhance personal growth and professional development. Students who are interested in giving campus tours, making presentations, calling prospective students, office management and working with marketing materials to assist in recruiting may apply to the Admissions Office.

Campus tours for prospective students are offered through the Admissions Office at 10:30 am and 2 pm. Monday through Friday. Tours are also offered on select Saturdays; summer tour times vary. Appointments should be made for all tours by calling 843-661-1231. The office welcomes student involvement and strives for continuous improvement. If you have suggestions or ideas that will help the Admissions Office serve potential and current students better, please let us know.

## Residency Requirements

State law defines South Carolina residents as “persons who have been domiciled in South Carolina for a period no less than 12 months with an intention of making a permanent home therein or persons domiciled in South Carolina for less than 12 months who have full-time employment in the state and the spouse and unemancipated minors of such persons.”

Residency Requirements: The legal residence of a minor is considered to be that of the parent who has legal custody. Questions concerning residency should be directed to the Admissions Office.

Students from certain states in Germany may qualify to pay in-state tuition through the Sister-State agreement.

States included in the agreement are Brandenburg, Rheinland-Pfalz, and Thuringen. Certain areas in Australia also qualify. Questions concerning the Sister-State agreement should be directed to Admissions.

## ORIENTATION

Francis Marion University recognizes that the choice to attend college is one of the most important decisions a person can make. The University also recognizes that this decision has an impact upon a student's entire family. In response to this unique time in the life of a student and his/her family, parents and/or guardians are encouraged to attend FMU's Orientation Program with their students. Each program includes information regarding academic

advising and registration. Students and their families have an opportunity to meet with faculty, staff, and students during Orientation. Information sessions are also provided to assist students as they prepare for the transition from high school to college. The Orientation Program is required for all new freshman and transfer students, and there is a fee for participating.

## PROVOST

The Office of the Provost (chief academic officer of the University) is responsible for generating and mailing the Dean's List and President's List to eligible recipients each fall and spring semester.

## President's List

Any full-time undergraduate student who attains a grade point average of 3.75 or higher in a given semester shall be recognized as exceptional and placed on the President's List. Any part-time undergraduate student who has completed at least 12 hours at Francis Marion University and who has declared a major shall be placed on the President's List for part-time students at the end of any semester in which the student has completed at least six semester hours and in which the student has attained a grade point average of 3.75 or higher.

## Dean's List

Any full-time undergraduate student who attains a grade point average of at least 3.25 but less than 3.75 in a given semester shall be recognized as distinguished and placed on the Dean's List. Any part-time undergraduate student who has completed at least 12 hours at Francis Marion University and who has declared a major shall be placed on the Dean's List for part-time students at the end of any semester in which the student has completed at least six semester hours and in which the student has attained a grade point average of at least 3.25 but less than 3.75.

## REGISTRAR

The Office of the Registrar is the location in which all academic records of the University are kept. In addition to record keeping, the Office of the Registrar is in charge of the following programs, activities, and policies.

## Honor Graduates

Any student who completes degree requirements with a grade point average on all work from 3.50 to 3.74 shall be granted his or her diploma cum laude. Any student who completes degree requirements with a grade point average of 3.75 to 3.89 shall be granted his or her diploma magna cum laude. Any student who completes degree requirements with a grade point average of 3.90 or higher shall be granted his or her diploma summa cum laude.

In order for a student who has credits transferred from another institution to receive his diploma cum laude, magna cum laude or summa cum laude, he or she must have attained the required grade point average on all work taken at Francis Marion University and