FROSTBURG
STATE UNIVERSITY

SPRING 2027

UNDERGRADUATE

Registration Guidelines

Registration Begins
October 26, 2026

PAWS

Tuition Payment Due
January 4, 2027

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Registrar's Office Hours
Monday-Friday
8:00A.M. - 4:30 P.M.

Spring 2027 Undergraduate Academic Calendar

October 14	Registration Guidelines Booklet Available Online
Oct 26 - Nov 13	Spring 2027 Registration Period
January 4	Payment Due in Billing Office
Jan 5 - Feb 1	Late Payment Fee of $50 Charged
January 26	Classes Begin
Jan 26 - Feb 1	Drop/Add Period and Late Registration All unpaid accounts are charged a $50 Late Fee
February 1	Last Day to Add Courses
February 9	Unpaid Accounts Charged a $75 Payment Plan Fee
February 11	Last Day to File Pass/Fail Option
March 5	Last Day for UGRD Grade Changes for Fall 2026 and Intersession 2027, (Including Removal of "I" Grades)
March 8	Mid-Semester Warnings Available in PAWS
March 13 - 21	Spring Break - No Classes
March 17	Summer & Fall 2027 Registration Guideline Booklets Available Online
March 26	Last Day to Withdraw From Courses With a "W"
March 29	First Day of Six-Week 2 Intensive Online Courses
March 29	Summer 2027 Registration Begins
March 29 - April 16	Fall 2027 Registration Period
March 31	Last Day to Register for Six-Week 2 Intensive Online Course
May 11	Last Day to Withdraw From Courses With a "WF"
May 11	Last Day of Classes
May 12	Reading Day
May 13-14; 17-19	Final Exams
May 15	Common Finals
May 20	Commencement

Requests for Accommodation
Frostburg State University is committed to making all of its programs, services and activities accessible to persons with disabilities. You may request accommodation through the ADA/EEO & Title IX Compliance Office, Hitchins 126, 301-687-3035.

Visit our Web Site for up-to-date information at:
www.frostburg.edu/about-frostburg/Administrative-Offices/registrars-office/index.php

Contents of this booklet are subject to change without notice.

Accounting
Dr. Chelsea Schrader FR 340 4158

Addictions Counseling
Dr. Nicole Andrews LOW 204 4743

Adventure Sports Management
Dr. Natalia Buta Lowe EH 461 4458

African American Studies
Dr. James Saku GU 232 4724

Animal Behavior
Dr. Erica Kennedy LOW210-3 4742

Art and Design, Art History
Dr. Travis English FA 120 4941

Athletic Training
Dr. Jacqueline Durst EH 465 3228

Biology
Dr. Franklin Hughes CH 313 4177

Business Administration
Dr. Carol Gaumer FR 320 4052
Dr. Michael Monahan FR 315 3090

Chemistry
Dr. Holly Currie CH 347 4359

Child & Family Psychology
Dr. Kimberly James LOW205-2 4194

Coaching
Dr. Martin Barrett EH 454 4475

Computer Information Systems, Computer Science
Dr. Michael Flinn CT 274D 4835

Criminal and Legal Studies
Dr. Scott Johnson FR 110 7432

Critical Gender & Sexuality Studies
Dr. Angela Luvara FR 108B 3198

Cultural Anthropology
Dr. Kara Rogers-Thomas FR 108E 3124

Dance
Ms. Nicole Mattis PA 302B 3212

Dental Hygiene Preparation
Dr. Karen Keller CH 304 4174

Developmental Mathematics
Mr. Chris Boyer CT 244 4186

Early Childhood, Elementary
Dr. John Jones EH 420 4216

Elementary/Middle Education
Dr. Fannia Boayue EH 427 4220

Earth Science
Dr. William Wetherholt GU 230 4266

Economics
Dr. Chelsea Schrader FR 340 4158

Elementary/Special Education
Dr. Heather Hoffert EH 460 4757

Emerging Media
Dr. Elesha Ruminski CT 348L 4480

Engineering
Dr. Jamil Abdo CH 105 7026

English
Dr. Kevin Knott DH 309 4696

Environmental Science
Dr. William Wetherholt GU 230 4266

Exercise and Sport Science
Dr. Jackie Durst EH 465 3228

Film Studies
Dr. Kevin Knott DH 309 4696

Finance, Financial Services
Dr. Carol Gaumer FR 320 4052

Fine Arts
Dr. Travis English FA 120 4941

Foreign Languages and Literature
Dr. Heather Cisneros DH 201 7690

Forestry
Ms. Clara Thiel CH 205 4657

Geography
Dr. William Wetherholt GU 230 4266

Global Business
Dr. Carol Gaumer FR 320 4052

Graphic Design
Dr. Travis English FA 120 4941

Health and Physical Education
Dr. Nicole Bosley PE 276 4469

Health Science
Dr. Karen Keller CH 304 4174

History
Dr. Gregory Wood DH 107 4766

Hospitality Management/Human Resources Management
Dr. Michael Monahan FR 315 3090

Industrial & Organizational Psychology
Dr. Paul Bernhardt LOW 220 4410

Information Technology
Dr. Michael Flinn CT 274D 4835

International Studies
Dr. Matthew Crawford CH 241 4940

Interpretive Biology and Natural History
Dr. Thomas Lambert CH 211 4167

Jazz Studies
Dr. Brent Weber PA 202B 4116

Journalism
Mr. Andrew Duncan DH 220 4241

Law, Law School Preparation
Dr. Scott Johnson FR 110 7432

Leadership Studies
Dr. Elesha Ruminski CT 348L 4480

Liberal Studies
Dr. Keith Terry keterry@frostburg.edu

Management
Dr. Michael Monahan FR 315 3090

Marketing
Dr. Carol Gaumer FR 320 4052

Mathematics
Dr. Marc Michael CT 244D 4777

Mechanical Engineering
Dr. Jamil Abdo CH 105 7026

Medicine, Dentistry, Optometry, Veterinary Medicine Preparation
Dr. Karen Keller CH 304 4174
Dr. William Seddon CH 311 4707
Dr. Holly Currie CH 347 4359

Multidisciplinary Studies
Dr. Keith Terry keterry@frostburg.edu

Music
Dr. Brent Weber PA 202B 4116
Dr. Jay DeWire PA 115 4115
Dr. Mackenzie LaMont PA 105 7453

Musical Theatre
Dr. Brent Weber PA 202B 4116

Nursing, Nursing Preparation
Dr. Kara Platt EH 446 4791
Ms. Audra Houser EH 466 3419

Occupational Therapy Preparation
Dr. Karen Keller CH 304 4174

Pharmacy Preparation
Dr. Holly Currie CH 347 4359

Philosophy
Dr. Skott Brill DH 111 4249

Physical Therapy Preparation
Dr. Melody Kentrus EH 427 4415

Physics
Dr. Eric Moore CH 238 4500

Political Science
Dr. John McMullen FR 108G 3162

Psychology
Dr. Chris Masciocchi LOW 210-3 4446

Public Relations
Mr. Andrew Duncan DH 220 4241

Recreation and Sport Management
Dr. Natalia Buta Lowe EH 461 4458

Small Business/Entrepreneurship
Dr. Michael Monahan FR 315 3090

Secure Computing and Information Assurance
Dr. Michael Flinn CT 274D 4835

Social Media
Dr. Elesha Ruminski CT 348L 4480

Social Science
Dr. John McMullen FR 108G 3162

Social Work
Dr. Nancy Giunta FR 206C 4695

Sociology
Dr. John McMullen FR 108G 3162

Strategic Communication
Dr. Elesha Ruminski CT 348L 4480

Sustainable Construction Management
Dr. Thomas Cadenazzi CH 339B 4939

Sustainability Studies
Dr. Phillip Allen GU 228 4891

Theatre
Ms. Nicole Mattis PA 302B 3212

Wildlife and Fisheries
Dr. Thomas Lambert CH 211 4167

Zoology
Dr. Rebekah Taylor CH 303 4355

Hagerstown Campus Contacts

Business Administration
Dr. Michael Monahan 3090

Computer Science
Dr. Michael Flinn 4835

Educational Professions
Dr. John Jones 4216

Liberal Studies
Dr. Keith Terry keterry@frostburg.edu

Psychology
Dr. Christopher Masciocchi 240-527-2746

3 College Deans/Administrative Offices

College Deans and Department Chairs

College of Humanities, Arts, and Sciences

Dr. Steven Combs, Interim Dean CH 241C 4120
Dr. Matthew Crawford, Assistant Dean CH 241 4940

-Biology,
Dr. Frank Hughes CH 313 4177

-Communication and Literature,
Dr. Kevin Knott DH 309 4696

-Digital Media and Visual Arts,
Dr. Travis English FA 120 4941

-Law, Society, and Humanities,
Dr. John McMullen FR 108G 3162

-Music, Theatre, and Dance,
Dr. Brent Weber PA 202B 4116

-Physical and Environmental Sciences,
Dr. Holly Currie CH 347 4359

College of Business, Engineering, Computing, & Analytics

Dr. Sudhir Singh, Dean FR 202C 4093

-Accounting, Economics, and Finance,
Dr. Chelsea Schrader FR 340 4158

-Computer Science & Information Technologies,
Dr. Michael Flinn CT 274D 4835

-Engineering and Sustainable Technologies,
Dr. Jamil Abdo CH 105 7026

-Management and Marketing,
Dr. Michael Monahan FR 315 3090

-Mathematics,
Dr. Marc Michael CT 244D 4777

College of Education, Behavioral and Health Professions

Dr. Yum Nguyen, Interim Dean EH 420 4434

-Educational Professions,
Dr. John Jones EH 473 4429

-Kinesiology and Recreation & Sport Mgmt,
Dr. Jackie Durst EH 420 4434

-Nursing,
Dr. Kara Platt EH 446 4791

-Physician Assistant Medicine
Dr. Laurarose Dunn-O'Farrell USMH 402 2711

-Psychology and Social Work,
Dr. Christopher Masciocchi LOW 210-3 4446

Administrative Offices

ADA/EEO Compliance Office, Hitchins Adm Bldg 126 3035
Administration & Finance, Hitchins Adm Bldg 309 4335
Admissions
Undergraduate, Pullen Hall 114 4201
Graduate, Pullen Hall 141.....7053
Athletics, Cordts PE Center 284 4462
Bookstore, Lane University Center.....4341
Career & Professional Development Center, Pullen Hall 110 ...4403
Center for Academic Advising & Retention, Pullen Hall 140 ...3404
Center for International Education, Pullen Hall 108 4714
Counseling and Psychological Services, EHSC 120A 4234
Diversity Center, Hitchins Adm Bldg 116 4050
Financial Aid & Student Employment, Pullen Hall 114.....4301
FSU IT Computing Help Desk, Gira CCIT 123K 7777
Health Services, Student Health Center, EHSC, 1st Floor 4310
ID Services/Bobcat Office, Pullen Hall 101 4196
Office of Federal Regulatory Compliance, Hitchins 126 3035
Ort Library 4395
President's Office, Hitchins Adm Bldg 218.....4111
Provost's Office, Hitchins Adm Bldg 213 4211
Registrar's Office, Pullen Hall 144 4346
Registrar's Assistant, Registration, Drop/Add, Grades..... 4281
Associate Registrar's Assistant, Undergraduate Graduation, Degree Audits, Transcripts, Verification of Enrollment, Change of Grade 4736
Residence Life, Pullen Hall 104 4121
S.A.F.E. Office, Pullen Hall 109 4761
Special Academic Services, Pullen Hall 144 4727
Student Accessibility Services, Pullen 150 3064
Student Affairs, Hitchins Adm Bldg 116 4311
Student & Community Involvement Office, Lane Center 231... 4411
Student Support Services, Pullen Hall 133 4481
Technology Services, Gira CCIT 120A 7090
Tutoring Center, Pullen Hall 151 4066
University and Student Billing, Pullen Hall 148 4321
University Police
Emergencies 4222
All other calls 4223
Lost & Found.....4223
Veterans Services Center, 150 Park Ave 301-687-4409

USMH/ 32 W. Washington Street 240-527-2060

Hagerstown Campus Information FSU Student Services:

Ms. Toni Hathaway, Administrative Assistant II
USMH 131 240-527-2731
Toll Fee Number..... 855-378-2FSU(2378)
Email: ..... tmhathaway@frostburg.edu

About PAWS

PAWS is Frostburg State University's Internet Records system. You can view your academic record, service holds, the schedule of classes, academic requirements report, registration time period and register for classes using this system.

Accessing PAWS

Access PAWS directly at https://paws.frostburg.edu.

Login Details

Username

A username and password are required to log into PAWS. Your PAWS username matches your FSU e-mail username, including the numerals.

Example: jasmith0 for Joe Allen Smith with FSU email address jasmith0@frostburg.edu

Don't know your username?

Please contact the FSU IT Computing Help Desk on-campus at x-7777 or off-campus at 301-687-7777.

Password

Please visit password.frostburg.edu to setup your password and security questions. To do so you will need your FSU Username and FSU ID Number.

Forgot your password?

Reset password through the password and account management portal

or

Contact the FSU IT Computing Help Desk on-campus at x-7777 or off-campus at 301-687-7777.

The Help Desk staff can assist you with resetting your own password by telephone, or by visiting the office located in CCIT 123 (please be prepared to show photo id). Normal hours of operation are:

Sunday	3:00 p.m. - 7:00 p.m.
Monday - Thursday	8:00 a.m. - 7:00 p.m.
Friday	8:00 a.m. - 5:00 p.m.
Saturday	1:00 p.m. - 5:00 p.m.

FSU ID and SSN

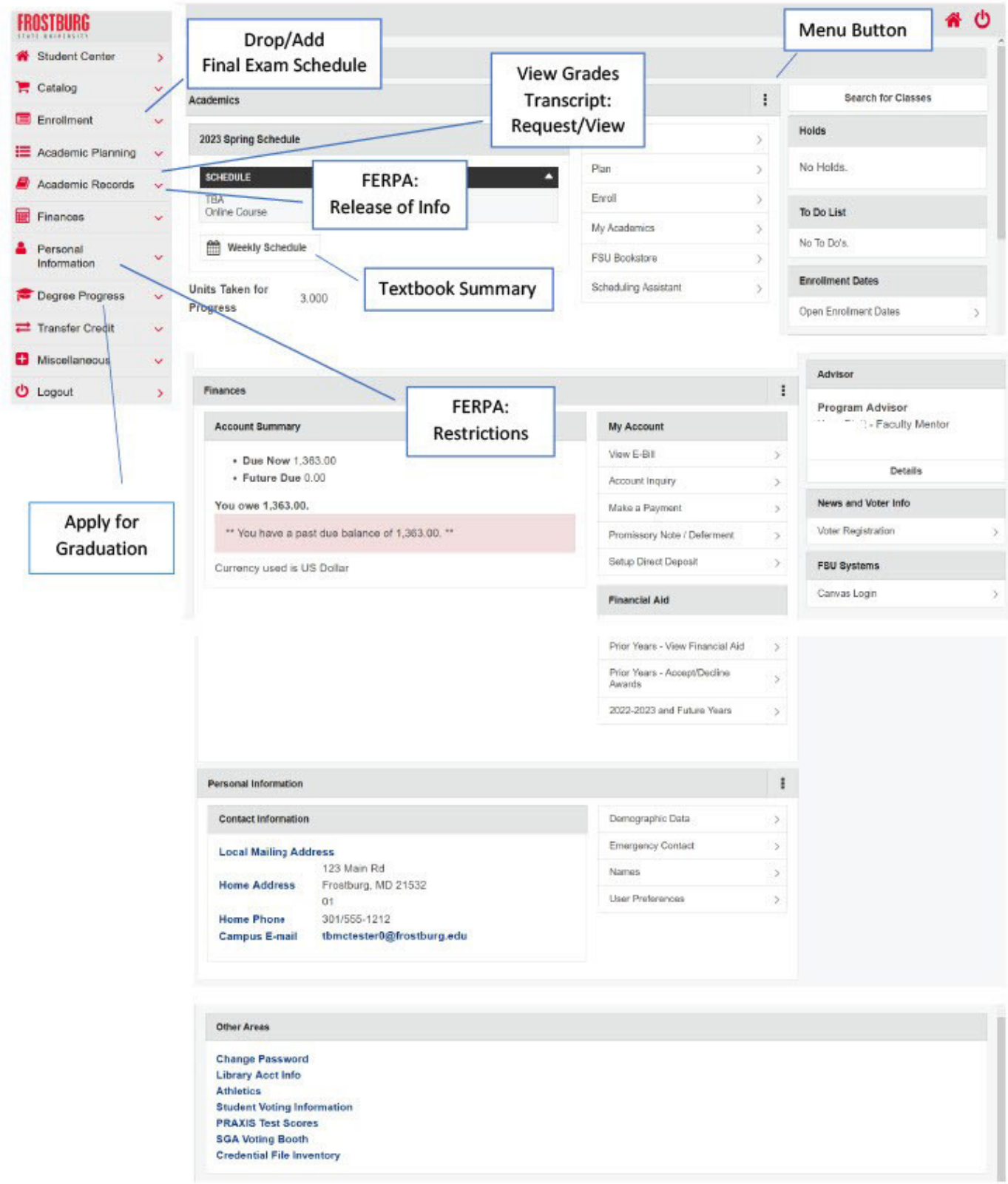
You are assigned a FSU ID Number (also known as Empl ID), which is used as your primary identification code. This ID replaces the use of your social security number. You will keep your FSU ID Number throughout your educational career at FSU. Please memorize or make note of this ID.

5 PAWS Quick Reference

PAWS Quick Reference for Students

Access PAWS at http://paws.frostburg.edu

Use the Side Panel to View Options or the Menu Button

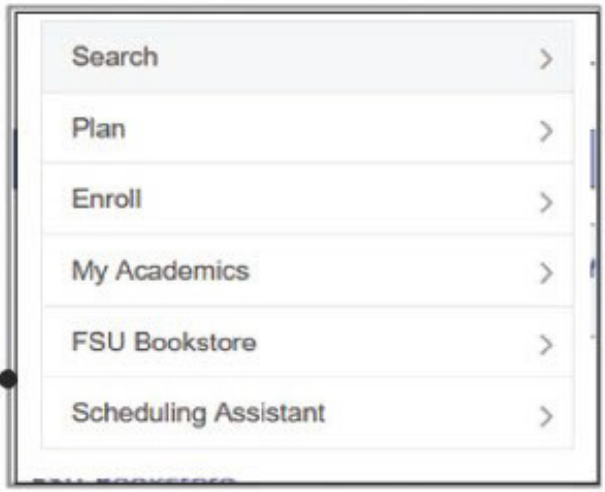


The Scheduling Assistant is an option to assist you in creating your schedule and registering for classes.

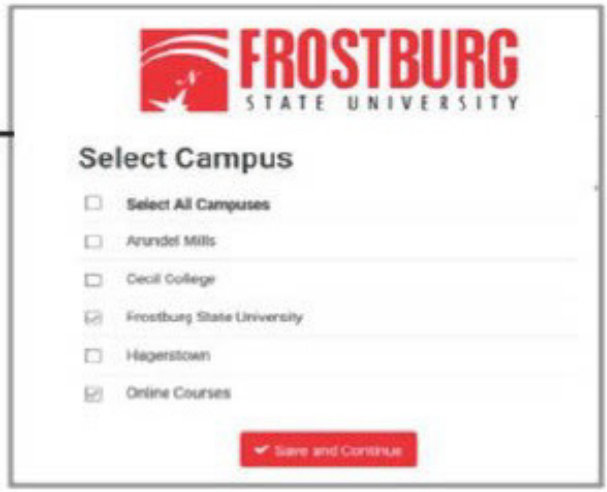
STUDENT SCHEDULING ASSISTANT

1 LOG IN

Go to paws.frostburg.edu
Log In, Click Student Center
Click "Scheduling Assistant"



2 SELECT CAMPUS



3 ADD COURSES

To Take Next Term

4 ADD BREAKS

To Block Off Times
You Are Unavailable
For Class

5 GENERATE

Click "Generate
Schedules" To See All
Possible Schedules

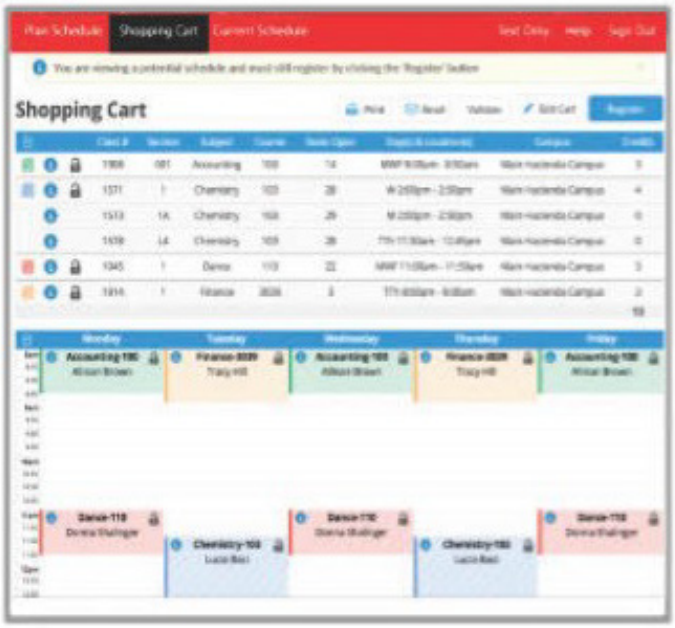
6 VIEW

To See Individual
Schedules In
Detail

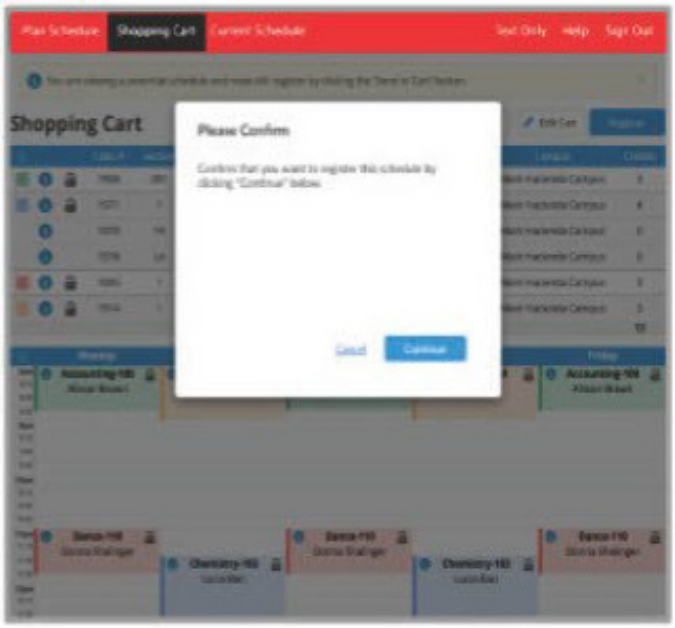
7 SEND TO SHOPPING CART

From the "View" Schedule Screen, Click the "Shopping Cart" Button to Begin Registration

8 Click 'Register'

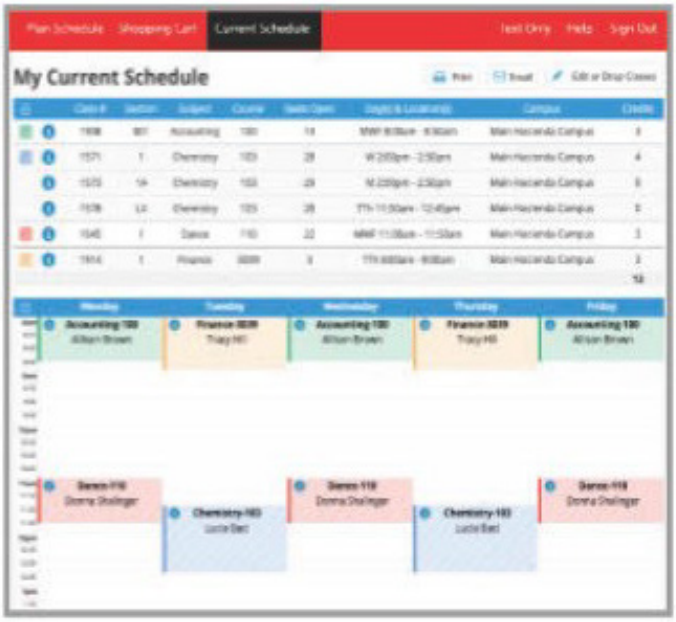


9 Click 'Confirm'



10 Your 'Current Schedule Page' shows the courses that you successfully registered for.

You can now Edit or Drop Classes from the 'My Current Schedule' Page



REGISTRATION DATES

October 26 - January 4

(No Late Payment Fee)

January 5 - 29

(With $30 Late Payment Fee)

- Registrations will take place through PAWS (24/7) beginning October 26, 2026, and will end January 29, 2027.
- The printed listing of course offerings is not included in this booklet. The up-to-date Schedule of Classes is available through PAWS.
- **You must see your faculty mentor or advisor prior to attempting to register so that he or she can authorize your access to register for classes.** Make sure to check for prerequisites. The system will prevent you from registering if you do not have the proper prerequisites.
- Academic Departments will conduct over-rides to permission-only courses, class limits, and/or course prerequisites where applicable.

Registration Procedures

1. Login to PAWS.
2. Check for your enrollment appointment which is based on your total earned credits.
3. Check for holds that may prevent you from registering.
4. Meet with your faculty mentor or university advisor to plan your schedule and be activated for registration.
5. List course numbers on the Registration Form provided in this booklet.
6. Register for Classes using one of the following methods:

   Student Center > Scheduling Assistant
   -Select Campus
   - Add Courses
   - Generate Schedules
   - View Schedules
   - Send to Shopping Cart
   - Register
   - Confirm/Continue
   - Read Registration Results to confirm there are no errors.

   Student Center > Enroll
   - Select Enrollment Term - 2027 Spring
   - Click Continue.
   - Select classes to add. Make sure to choose a Campus, Frostburg or Online..
   - Classes will be placed in your Shopping Cart.
   - When finished selecting classes click Proceed to Step 2 of 3.
   - Click Finish Enrolling.
   - Check the status of your request(s). Status must read SUCCESS to be registered.
   - When finished, click My Class Schedule to verify enrollment.
7. After January 4th, payment is due upon registration.

TDD or Voice Relay Assistance

During regular business hours, you may register for classes with the assistance of the Registrar's Office staff by using a Voice Relay Operator (1-800-735-2258). Also, you may contact the ADA/EEO Compliance Office, Hitchins 126, (301-687-3035).

Please Note:
Plan to transact these functions in-person at the Registrar's Office during Registration Drop/Add:

- Independent study courses.
- Enroll in Graduate Courses if you are an Undergraduate Student.

DROP/ADD PROCEDURES

You may access the PAWS system to initiate changes to your schedule.

Drop/Add

October 26 - January 29
(*Without a "W" grade)*

Withdraw from a Class

January 30 - March 26
(With a "W" grade)

After March 26 all withdrawals must be initiated at the Registrar's Office. A grade of "WF" will be assigned at this time.

Additional PAWS Features

Textbook Information

Textbook information is listed for each course on the class schedule in PAWS. Student Center >Enrollment >My Class Schedule >View Textbook Summary.

Mid-semester Warnings

Faculty members will assess your progress in all 100- and 200-level courses, and in all courses that meet Core Skills Requirements in the General Education Program, prior to mid-semester. If you are performing at the D or F quality level you will be issued a mid-semester warning early in the seventh week of classes. Access PAWS to view these warnings. Student Center>Academic Records>View My Grades. If mid-term grades are assigned, a toggle menu button will show. Click to view.

Final Exams

Access PAWS to find out when your final exams are scheduled. Student Center >Enrollment >View My Exam Schedule

Final Grades

Access PAWS for final grades. Student Center> Academic Records >View My Grades.
If you need an official copy of your grades, you will need to order a transcript.

9 General Education Program (GEP)

General Education Program (GEP) *Minimum of 40 credit hours required of all students*

CORE SKILLS - *Minimum of 9 credit hours of coursework or credit by exam*

1. **Introductory Composition** *(3 hours)* **3 hours**
   ENGL 101/111* First-Year Composition

2. **Advanced Writing:** *One of the following (3 hours each):* **3 hours**
   ENGL 308/309/310/312* Advanced Composition
   ENGL 300 Critical Writing about Literature
   ENGL 330 Business Writing
   ENGL 336 Journalistic Writing
   ENGL 338 Technical Writing
   ENGL 339 Scientific Writing

3. **Mathematics:** *One of the following (3-4 hours each):* **3-4 hours**
   MATH 104/104A Intro to Mathematical Problem Solving
   MATH 109/109A/110* Elements of Applied Probability and Statistics
   MATH 119/119A College Algebra
   MATH 120 Pre-Calculus Mathematics
   MATH 236 Calculus I

Total hours: minimum of 9

MODES OF INQUIRY - *Totaling 31-32 credit hours*

●You may not count more than one course or option where there are alternatives listed (as designated by OR) to meet Modes of Inquiry requirements in Groups A, B, C, D, and E.

A. **The Fine and Performing Arts:** *At least one of the following (3 hours each)* **3 hours**

Art ART 100/111* Art Appreciation ***or*** ART 110 Visual Imagery
Dance DANC 110 Dance Appreciation
Music MUSC 106 History of Rock ***or*** MUSC 110 Music Appreciation
or MUSC 117 Music of Africa, Asia, and the Americas
Theatre THEA 106 Introduction to Theatre ***or*** THEA 107 Introduction to Theatrical Vision
or THEA 110 Introduction to Acting

B. **The Humanities:** *At least two of the following (3 hours each)* **6 hours**

History HIST 100/111* The Contemporary World in Historical Perspective
Languages FREN 101 Basic Elements of French I
or SPAN 101 Basic Elements of Spanish I
Literature ENGL 150/250* ***or*** ENGL 221 Introduction to Literature/Intermediate Composition
Philosophy PHIL 101/111* Introduction to Philosophy
or PHIL 102/112* Contemporary Ethical Problems
or PHIL 200 Introduction to Social Justice
Communication EMME 105 Digital Media and Media Literacy

C. **The Natural Sciences:** *At least two of the following (3-4 hours each)* **7-8 hours**

Biology BIOL 109 Human Biology and the Environment ***or*** BIOL 149/159* General Biology I
Chemistry CHEM 100/113* Chemistry and Society
or CHEM 150 General, Organic and Biochemistry ***or*** CHEM 201 General Chemistry I
Environ. Science ENSC 150 Introduction to Environmental Science
Geography GEOG 103/113* Physical Geography
Physical Sciences PHSC 100 Cosmic Concepts (3 crs) ***and*** PHSC 101 Measurement (l cr)
or PHSC 203 Physical Science ***or*** PHYS 215 General Physics I ***or***
PHSC 210 Introduction to Astronomy
or PHYS 261 Principles of Physics I: Mechanics
or SCMT 200 Physical Sciences & Materials
Interdisciplinary IDIS 160 Science, Technology, and Society (3 crs) ***or*** EXSS 200 Nutrition (3 crs)
or CHEM 135 Chemistry for Engineers (3 crs)

D. **The Social Sciences:** *At least two of the following (3 hours each)* **6 hours**

Economics	ECON 200 Basic Economics ***or*** ECON 201/211* Principles of Economics (Macro)
Geography	GEOG 104/114* Human Geography ***or*** GEOG 110 World Regional Geography: Cultural Diversity
Political Science	POSC 110 /112* Introduction to American Politics ***or*** POSC 113/114* Introduction to World Politics ***or*** POSC 131 Introduction to Comparative Politics
Psychology	PSYC 150/151* General Psychology
Sociology	SOCI 100/111* Intro to Sociology

E. **The FSU Colloquia:** *Two courses (3-4 hours each)* **6 hours**

IDIS 150/151* First-Year FSU Colloquium ***or*** IDIS/SUST 155 Introduction to Sustainability Studies (required)+ ***and*** select one course from:
IDIS 350/351* Advanced FSU Colloquium++, ENES 200 Technology and Consequences: Engineering, Ethics, Humanity, and AI, STCO 102 Introduction to Strategic Communication Leadership, STCO 122 Introduction to Public Communication, ***or*** one additional Modes of Inquiry course from Groups A-D.

F. **Identity and Difference:** *One of the following (3 hours each)* **3 hours**

You must meet all prerequisites listed for the course you select.

AAST 200 Introduction to African American Studies
AAST 400 Africans of the Diaspora
ART 301 Artistic Traditions: Asia
ART 302 Artistic Traditions: Africa & the Americas
CGSS 201 Introduction to Critical Gender and Sexuality Studies
ECON 113 The Economics of Race & Gender
ENGL 231 African American Literature
GEOG 104/114* Human Geography
GEOG 110 World Regional Geography: Cultural Diversity
GEOG 427 Geography of Languages & Religions
HIST 100/111* The Contemporary World in Historical Perspective
HIST 418 Native Peoples of the Americas
HIST 436 Women's Issues in World History
HLTH 125 Health and Culture
INST 150 Introduction to World Religions
INST 200 Introduction to International Studies
MDFL 111 Intercultural Understanding
MDFL 301 Latin American Women's Issues
MGMT 333 Sex, Gender, & Workplace Relationships
MUSC 117 Music of Africa, Asia, and the Americas
MUSC 250 Gender and Sexuality in Music
MUSC 311 Jazz History
MUSC/THEA 412 History of Musical Theatre
NURS 412 Women's Health in Global Perspectives
PHIL 308 Political Philosophy
PHIL 311 Asian and African Philosophy
PHIL 409 Philosophy and Women
POSC 131 Introduction to Comparative Politics
PSYC 220 Psychology of Women
PSYC 325 African American Psychology
RECR 220 Diversity and Inclusion in Recreation and Sports
SOCI 224 Cultural Anthropology
SOCI 305/SOWK 305 Racial and Cultural Minorities
SOCI 366 Social Inequality
STCO 350 Intercultural Communication
THEA 425 World Theatre History

Total hours: minimum of 40

●A particular course may be counted to meet only one General Education requirement.

***Honors course equivalent**

\+ **Complete prior to earning 45 credit hours or soon after transfer, if applicable.**
\+ **+Complete after earning 45 credit hours.**

General Education Program

GEP Grading Policy

- The P/F grading option is not permitted in the General Education Program.
- The grading policy for all Core Skills is as follows: A-F grades will be assigned, with a CS possible for students who have met the CS criteria stipulated in the course syllabus. The grade of CS may be earned only once per course; any CS assigned thereafter will revert to an F. Exceptions to this policy will be made only with the recommendation of the instructor.
- A grade of C or better is necessary to satisfy each Core Skill.

Core Skills

Courses required of all students

- All Core Skills may be satisfied by examination.
- You are expected to take these courses during your first 24 credit hours, with the exception of the advanced composition course requirement.
- If you are placed in a required section of ENGL 101, ENGL 105 (Critical Reading), or DVMT 095 (Pre-Algebra Mathematics) based on your scores on University placement tests, you may not withdraw unless you are withdrawing from the University.
- Once you are enrolled in ENGL 101, First-Year Composition, you may drop the course only during the drop/add period of one week at the beginning of the semester (except for required developmental courses, which may not be dropped). Under unusual circumstances, the chair of the English department may approve exceptions. Poor performance would not normally constitute a basis for exception.
- You must continue taking a course which satisfies the requirement each semester until you have passed it with a grade of **C** or better.

Modes of Inquiry

- In Group E, IDIS 150 (First-Year FSU colloquium) or IDIS/SUST 155 (Introduction to Sustainability Studies) is required. The selected course should be completed prior to earning 45 hours or soon after transfer, if applicable.
- Other Modes of Inquiry courses should ordinarily be completed in the first 90 hours.

Undergraduate Degree Requirements

Bachelor of Science Degree

Candidates for the Bachelor of Science degree must meet all of the following requirements:

1. Completion of at least 120 semester hours of college credit.
2. Completion of the General Education Program.
3. Completion of all course work at FSU with a cumulative GPA of at least 2.0.
4. Completion of a major with a cumulative grade point average of at least 2.0 in all courses taken in the major department (unless specifically excluded). Interdisciplinary majors count all courses specifically listed as meeting the requirements of the major to determine the major GPA.
5. Completion at Frostburg State University, through course work or special departmental exams, of at least one-half the credit hours required in the student's major department (unless specifically excluded or specified differently in the catalog description of the major). Interdisciplinary majors count all hours earned in courses specifically listed as meeting the requirements of the major.
6. Completion of a minimum of 30 semester hours of credit, of which at least 15 semester hours are upper division credit, towards the degree at Frostburg State University.
7. Completion of one of the following:
   a. 15 elective credits outside of General Education requirements and course work in the major department.
   b. An "interdisciplinary" major (one for which there is no "major department").
   c. A minor.
   d. A second major.
   e. Secondary or P-12 teacher education certification.
8. Completion of at least 39 credits at the upper division (300-400) level.
9. Demonstration of technology fluency, defined as mastery of the University-identified ten Basic Technology Skills, by completing one of the following:
   a. Passing the *Test of Basic Information Technology Skills* (meets requirement but you do not earn credit).
   b. Successfully completing COSC 100/110* with a grade of C or better.
   c. Successfully completing other Frostburg State University courses that provide instruction in the basic technology skills with a grade of C or better. Courses approved for students following this catalog include:
      - ART 207 Graphic Design
      - CHEM 304 Computational Techniques in Chemistry
      - COSC 101 The Discipline of Computer Science
      - COSC 220 Introduction to Software Applications
      - EDUC 325 Educational Technology
      - ENES 100 Introduction to Engineering Design
      - ENGL 438 Applied Digital Writing
      - GEOG 275 Fundamentals of Geographic Data Handling
      - HPED 310 Technology in Health and Physical Education
      - MCOM 205 Mobile Media Production
      - MUSC 103 Tonal Analysis
      - NURS 404 Nursing Informatics

   You must meet all prerequisites for the course(s) selected.
10. Completion of all semester credit hours beyond 90 credits at Frostburg State University, except for up to seven credit hours following the stipulations in the policies concerning attendance at another institution.
11. Completion of all required professional education courses and requirements for students in teacher education programs.
12. Completion of all approved student outcomes assessment activities required by the University and the academic programs.
13. Completion of an application for diploma and graduation when student completes 70 credit hours. You may apply using PAWS.
14. Fulfillment of all financial obligations to the University.

In addition to these requirements, students are strongly encouraged to take advantage of alternative means of earning academic credit outside of the traditional classroom to enhance the quality of the educational experience and to ensure timely progress towards a degree. Options available to students include: online courses; registration in Intersession or the Summer sessions; independent study or undergraduate research; study abroad; service learning; internships, field experiences, and practica; credit by exam and advanced placement credits.

Bachelor of Arts Degree
Candidates for the Bachelor of Arts degree must complete all requirements listed for the Bachelor of Science degree and, in addition, complete or test out of the 250-level course in one foreign language offered at the University or transferred from another college or university.

Bachelor of Fine Arts Degree
The Bachelor of Fine Arts degree is a professional degree currently awarded only to students who major in Art and Design. Candidates for the Bachelor of Fine Arts degree must complete all requirements listed for the Bachelor of Science degree.
In the event that a student completes more than one major as an undergraduate student, and one of the majors would culminate in a BFA degree, an additional diploma will be issued by the Registrar's Office. You must declare your request for an additional diploma at the time of application for graduation and comply with the procedures established by the Registrar's Office.

Bachelor of Science in Nursing
The Bachelor of Science in Nursing is a professional degree awarded only to students who complete the LPN to BSN or RN to BSN degree program. Candidates for this degree must complete all requirements listed for the Bachelor of Science degree as well as successfully complete the BSN degree's specialized, professional coursework.

Orientation Requirement
Frostburg State University offers ORIE 101, Introduction to Higher Education, to provide new students with a complete introduction to all dimensions of college life. This one-credit course is required of all first-time students, including transfer students with fewer than 13 semester hours of transfer credit, and may be elected by any student who is new to FSU. You may not withdraw from this course unless you are withdrawing from the University. You will find a complete description of ORIE 101 in the Undergraduate Catalog.
In the fall semester, most ORIE 101 sections are part of learning communities in which students in your ORIE section also will enroll in at least one other class together. You may study a shared theme across a group of courses, enroll with others who share your interest in a potential major or career, or get to know students who are interested in using certain support services. Stand-alone ORIE 101 sections are offered primarily in the spring.

Graduation Information

Applying for Graduation
A system generated graduation date is entered for all students beginning their freshmen year for the National Student Clearinghouse. The Clearinghouse reports enrollment and anticipated graduation dates for all students at FSU for financial aid/student loan purposes. In most cases, this date is just an estimate and not a reflection of your actual graduation date. You may check your graduation date using PAWS. Once you have earned 70 credits you will be prompted to apply for graduation in PAWS. You should apply one year prior to graduation. You may also apply in person at the Registrar's Office.

Academic Requirements Reports
You may review your academic requirements report using PAWS. Go to your Student Center >Degree Progress >My Academic Requirements. If you review your report and you see no major requirements listed something has not been accurately entered for you and you should come to the Registrar's Office to have it corrected.
For unknown plans or students thinking of changing their plan, you may view the requirements of any valid plan at FSU by going to What if Report and click on Create New Report.
Please direct any questions concerning your academic advising report to your faculty mentor or university advisor.

Student Academic Responsibility
You are responsible for planning your academic program and for meeting the requirements of the University and its departments. This responsibility includes understanding and following all degree requirements, academic regulations, and procedures.
You must obtain, retain, and consult regularly the sections from the catalog that govern your graduation requirements. The degree requirements specified in the catalog assigned to you at the time of admission or readmission serve as a two-way contract between you and the University. The contract specifies that the basic requirements to earn a bachelor's degree, the General Education Program, and major and minor requirements will not be changed as long as you have completed a degree within seven years of the time of your initial enrollment in college. In turn, you are responsible for meeting these requirements.
Other academic regulations and procedures may change during the period of your enrollment, and it is your responsibility to know and follow the academic regulations and procedures currently in effect. All changes in regulations and procedures will be published in official University publications such as the Undergraduate and Graduate Catalogs, Undergraduate Registration Guidelines and Graduate Schedule Booklet. Prior notice of changes will be provided. The current catalog may be accessed on the web: https://www.frostburg.edu/academics/academic-catalogs.php#/home.
You are assigned a faculty mentor or university advisor, whose role is to assist you in planning the academic program and in interpreting degree requirements and academic regulations. It is your responsibility to confer regularly with your advisor. The advisor provides the best, most current information possible, but, ultimately, it is your responsibility to request and use this advice wisely in meeting graduation requirements and following academic regulations.

After you declare a major, you are assigned a faculty mentor in that department. It is your responsibility to declare or change your major so that an appropriate mentor can be assigned. Please see the Department Chair of the major you wish to declare.

Commencement
To participate in commencement, you must have successfully completed, or be enrolled during the semester prior to the ceremony, in all course work required for you to complete your degree. If you complete your degree requirements in January or May, you are eligible to participate in the May commencement ceremony. If you complete your degree requirements in August, or December, you are eligible to participate in the December ceremony. Students who have completed all course work other than an internship, field experience, capstone, or practicum that by design or circumstance must be completed during Intersession or Summer can request an exception to these rules by making a written request to the Registrar's Office at least four weeks prior to the commencement ceremony.

You must have a 2.0 cumulative FSU grade point average and a 2.0 cumulative FSU grade point average in your major at the time of the request, as determined by the official degree audit performed by the Registrar.
Evidence must also be provided that you have enrolled in, and paid tuition for, the internship, field experience, capstone, or practicum that will meet the remaining requirements for graduation.
Participation in commencement does not confer a degree. Your degree will be posted on your official transcript and you will receive a diploma only after you have documented that you have met all degree requirements.
If you are approved to walk in the ceremony, your name will not appear in the commencement program and you are not considered for any University honors until the time you complete your requirements.

13 Final Exam Information

2027 Spring Final Exam Template

Day and Evening Courses

May 13-14; 17-19

This template is to be used as a reference guide only. Check in PAWS for your specific exam time.
Students - Student Center >Enrollment >View My Exam Schedule
Faculty - Self Service > Faculty Center > My Exam Schedule
Final Exam information will be posted on the above sites two weeks prior to the beginning of the Semester.

Final exams have precedence over all other activities.

Common Final Exams

PSYC 150	Saturday, May 15	11:15 A.M. – 1:45 P.M.
COSC 100	Saturday, May 15	2:30 P.M. – 5:00 P.M.

Day Final Exams

Courses Meeting On	*At*			*Have Exam On*	*At*		
MWF	8:00 A.M.	—	8:50 A.M.	Thursday, May 13	11:15 A.M.	—	1:45 P.M.
MWF	9:00 A.M.	—	9:50 A.M.	Monday, May 17	11:15 A.M.	—	1:45 P.M.
MWF	10:00 A.M.	—	10:50 A.M.	Wednesday, May 19	11:15 A.M.	—	1:45 P.M.
MWF	11:00 A.M.	—	11:50 A.M.	Wednesday, May 19	8:00 A.M.	—	10:30 A.M.
MWF	12:00 P.M.	—	12:50 P.M.	Tuesday, May 18	11:15 A.M.	—	1:45 P.M.
MWF	1:00 P.M.	—	1:50 P.M.	Tuesday, May 18	8:00 A.M.	—	10:30 A.M.
MWF	2:00 P.M.	—	2:50 P.M.	Monday, May 17	8:00 A.M.	—	10:30 A.M.
MWF	3:00 P.M.	—	3:50 P.M.	Monday, May 17	2:30 P.M.	—	5:00 P.M.
MWF	4:00 P.M.	—	4:50 P.M.	Wednesday, May 19	2:30 P.M.	—	5:00 P.M.
MWF	4:30 P.M.	—	5:45 P.M.	Wednesday, May 19	2:30 P.M.	—	5:00 P.M.
TR	8:00 A.M.	—	9:15 A.M.	Tuesday, May 18	2:30 P.M.	—	5:00 P.M.
TR	9:30 A.M.	—	10:45 A.M.	Friday, May 14	8:00 A.M.	—	10:30 A.M.
TR	11:00 A.M.	—	12:15 P.M.	Friday, May 14	2:30 P.M.	—	5:00 P.M.
TR	12:30 P.M.	—	1:45 P.M.	Thursday, May 13	2:30 P.M.	—	5:00 P.M.
TR	2:00 P.M.	—	3:15 P.M.	Thursday, May 13	8:00 A.M.	—	10:30 A.M.
TR	3:30 P.M.	—	4:45 P.M.	Friday, May 14	11:15 A.M.	—	1:45 P.M.

Final examinations will be held where the class meets regularly during the semester, according to the above schedule.

Online (Asynchronous) Final Exams

Courses that are online should conduct their final exams during the final exams week.

In Person & Remote (Synchronous) Evening Final Exams

Courses which meet between the hours of 5:00 P.M. and 11:00 P.M., designated as evening classes, will give their final exams *during finals week*, in the same room and at the same time that they meet during the semester.
Check in PAWS for specific evening final exam information.

Information listed on this page is subject to change.
Check PAWS for up to date final exam information.

E-Mail - Official Communication Policy Statement

A University-assigned email account shall be used as one of the University's official means of communication with all students attending FSU as well as Faculty and Staff employed by FSU. Students and employees are responsible for all information sent to them via their University-assigned email account. If a student or employee chooses to forward University email to another account, he or she is responsible for all information, including attachments, sent to the other email account.

Student Responsibilities

You are responsible for checking your University email account and reviewing relevant information on a daily basis. You will be given a maximum of 10 megabytes of storage on the email server. You must purge unnecessary messages from your account to avoid exceeding your storage quota. Exceeding the quota will prevent the delivery of additional email messages.

Course Overload

To enroll for more than 18 semester hours of credit, you must have earned a Frostburg State University cumulative grade point average of 3.0 or above, have completed at least one semester of course work at FSU, and have the permission of your advisor. Exceptions to these overload guidelines shall be made only upon the recommendation of the advisor and the approval of the department chair (or Associate Provost if the student has not declared a major). To request permission, complete the Course Over-load form on the Registrar's page.

Policy on Missing First Class Meeting

You are responsible for dropping/ adding courses/sections at all times. Failure to do so will result in a grade of FX in the course or section "dropped" and no credit in the course or section "added." However, if you are enrolled in a class and miss the first class meeting without notifying the instructor/department, the department chair at his/her discretion has the authority to drop you from the course if other students are waiting for space in the class. All other drops must be initiated by you. If you miss the first class meeting, you should ask the Department Chair if you have been officially dropped from the class.

If the Department Chair does not initiate your dropping the course and you do not attend class or participate you will receive a failing grade.

Change/Declaring a Major

To declare or change a major or advisor, please go to the Department Chair. You are encouraged to declare your major by the end of your sophomore year. Often, declaring a major is an effective way to explore your interest in a particular area. Once you have declared a major, you are assigned a faculty mentor within the department of your intended major.

Pass/Fail Option

To register for a course Pass/Fail (P/F), obtain your faculty mentor or university advisor's approval on the Pass/Fail form and submit the form to the Registrar's Office by February 11, 2027. Please refer to your catalog for the complete governing regulations.

Course Repetition and Grading

Any course taken at Frostburg State University for the Core Skills Requirements of the General Education Program must be repeated until a satisfactory grade is achieved - at least a C in all courses.

A course may be counted toward graduation requirements only once regardless of how many times it is repeated unless the officially approved course description states that the course can be repeated for credit.

Beginning with courses repeated in fall 2007 and after, when you repeat coursework in which you earned a grade of A, B, C, D, F, FX or WF, the last grade earned, whether higher or lower, will count in your cumulative grade point average. Only a grade of A, B, C, D, F, FX, WF, or P (in courses where all students are graded P/F) can replace the previous grade earned. The earlier grade will continue to appear on your transcript, but the credit hours attempted or earned and the grade earned in the previous attempt will not be used in calculating the cumulative grade point average and cumulative credits. The coursework must be repeated at Frostburg State University.

Grade Grievance Procedures

The University grade grievance procedures are designed to streamline the process by resolving grade disputes as soon as possible using non-adversial methods.

Please note that:

1. The only basis for filing a grievance under these procedures is arbitrary and capricious grading.
2. You must request that the Department Chair mediate the grade dispute no later than the 15th class day of the semester following the term in which the disputed grade was received (February 12, 2027, for grades received in Fall 2026 or Intersession 2027).
3. If mediation does not resolve the dispute, you must file a written grievance with the instructor's college dean no later than the 30th class day of the following semester (March 5 2027, for grades received in Fall 2026 or Intersession 2027).

The full text of the University Procedures for Review of Alleged Arbitrary and Capricious Grading may be found in the current Undergraduate and Graduate Catalogs and the Pathfinder.

Distance Education

The principal mission of distance education at Frostburg is to enhance student access to the University's academic programs. The University is committed to providing students the support and resources they need to succeed as participants in distance education.

Interactive video instruction at FSU is conducted through the University System of Maryland's Interactive Video Network (IVN). This network allows students the opportunity for interaction with other institutions within the state of Maryland and beyond, particularly between the University System of Maryland at Hagerstown and FSU's main campus.

Online & Remote Courses

Online and remote courses at FSU allow students to pursue their degree requirements outside of the traditional classroom setting and can accelerate or enhance their time to degree. They also help students acquire the technical skills and learning strategies important to the pursuit of their academic and career goals. Courses taught online and remote at FSU have most of their class materials (other than textbooks) available electronically and use the web as the primary means of communication. These courses may require some on-site contact between students and the instructor (e.g., an orientation session or proctored testing) at various times throughout the academic term. Frostburg State University's online and remote courses are open to all eligible students who are prepared to learn in an online environment.

Remote courses meet online on a specific day and time, and assignments have specific due dates.

When using PAWS to do a Basic Class Search, under Campus choose "Online Courses". This will list all available online courses.

Six-Week 2 Intensive Online Courses

Intensive courses will be offered exclusively online during the last six weeks of the semester.

Mar. 29	First day of class
Mar. 31	Last day to register
Apr. 2	Last day to file pass/fail option
Apr. 23	Last day to withdraw with a "W"
May 11	Last day of classes

Blended Courses

Blended courses involve a combination of online and face-to-face instruction where a significant proportion of student learning activities are online and the time students physically spend in the classroom is significantly reduced but not entirely eliminated. The amount of instructional materials presented online and the time students spend in the classroom will vary according to the requirements of the course as set by the instructor.

Withdrawal from the University

To leave the University, you must withdraw officially by completing the following procedure. Failure to follow this procedure may jeopardize the right to withdrawal without penalty and to any refunds (see Refunds Policy in the Billing Information section).

To withdraw from the University prior to the end of the drop/add period for the semester in which you are enrolled, you must complete the University Withdraw form. That office will remove you from your classes and notify the University and Student Billing Office that you will not be attending the current semester. You must contact the University and Student Billing Office to arrange any refund that may be due to you.

If you withdraw after the end of the drop/ add period for a semester in which you are enrolled, your permanent academic record will always carry one of the following notations, as well as the date on which withdrawal procedures were completed. You will receive a W in each class if you withdraw within the first 60 percent of a term; W or WF depending on the circumstances surrounding your withdrawal after the first 60 percent of the term.

To be eligible for a W after the first 60 percent of a term, you must provide written documentation of extenuating circumstances (such as medical problems) to the Office of the Vice President for Student Affairs. With approval of the Office of the Provost, the Registrar's Office will post a W for all courses and notify all other relevant campus offices of your withdrawal.

If you officially withdraw from the University near the end of a semester because of academic difficulty and receive WFs in courses for which you were registered, you may, as a result of your new cumulative grade point average, be academically dismissed from the University.

Once you withdraw, particularly for reasons other than medical, the University is not obligated to readmit you. Readmission especially will not be approved if you withdraw to circumvent regulations.

Leave of Absence

If you withdraw from Frostburg State University with the intent to return within a semester or a year, you may request a leave of absence. If you are on an official leave of absence, you will continue to receive communications from the University, will not have to submit a readmission application or admissions deposit, and will be able to participate at the same time as continuing students in such activities as registration and the housing lottery. You must notify the Financial Aid Office that you are on leave, and file financial aid and scholarship applications by the regular deadlines.

To be eligible for a leave of absence, you must have no judicial system penalties or charges pending. You must complete the application for a Leave of Absence on the Registrar's webpage. The application requests information about the reasons you are requesting a leave, and for how long you are requesting a leave (one calendar year maximum). You must submit your request no later than the last day of the drop/add (late registration) period in your first semester of leave.

If you are planning study at another college during your leave, you must complete an Authorization to Attend Another Institution form. If you plan study abroad during your leave, you must use the procedures currently in place for international study, administered by the Center for International Education.

You must keep the University informed of your home and mailing addresses during your leave in order to receive the privileges specified. If you do not enroll at the University at the end of the time period specified in your leave request, you will need to go through the readmission process whenever you return.

Call to Active Military Duty

A student called to active military duty during a national or international crisis or conflict should inform the University of the reason for his/her withdrawal prior to leaving, including presentation of copies of appropriate military orders, in order to benefit from special policies and procedures governing interruption of one's academic career for such military service. Please contact any one of the following offices, who will assist in facilitating your withdrawal and will contact other offices to ensure that special exceptions concerning refunds and W or I grades are applied:

Veterans Services Center 150 Park Ave.
Phone: 301-687-4409 Fax: 301-687-4937
E-mail: vets@frostburg.edu

Student Affairs
Hitchins 116
Phone: 301-687-4311 Fax: 301-687-4937
E-mail: studentaffairs@frostburg.edu

Registrar's Office
Pullen Hall 144

Phone: 301-687-4281 Fax: 301-687-4597
E-mail: reginfo@frostburg.edu

Transferring Credits for Continuing Students

Once you enroll as a degree candidate at Frostburg State University, you must request prior permission to pursue course work at another institution and transfer it into your program at Frostburg State. This procedure is for your protection to ensure that course work is transferable, is equivalent to the course for which you seek credit, and meets the requirement you want to fulfill. Grades earned at other institutions are not included in your FSU grade point average.

If you have 0-89 total credits earned (including previous transfer credits and credits in which you are currently enrolled at FSU or elsewhere), you must follow these procedures:

1. Obtain a list of course offerings and catalog descriptions for the course(s) you want to take at another institution.
2. Complete the electronic Authorization for Attendance at Another Institution Form on the Registrar's Office website. Upon submission, the form will automatically be sent to the Registrar's Office for processing.
3. After the form is approved, a copy will be sent to your FSU email account from Etrieve to use as confirmation to register at the other institution.
4. Upon completion of the course work, have an official transcript forwarded from the other institution to: Frostburg State University, Registrar's Office, 101 Braddock Road, Frostburg, MD 21532- 1099 or electronically at reginfo@ frostburg.edu.

In addition to the steps noted above, the following special rules apply:

If you have 90 or more total credits (including previous transfer credits and credits in which you are currently enrolled at FSU or elsewhere), you may transfer a maximum of seven additional credits of general education or general elective course work, provided that you still earn a minimum of 30 credits towards the degree at Frostburg State University. These credits may include courses that count toward the major or minor only if you will earn half of your major or minor credits at Frostburg State University. After you have a total of 90 or more credits:

1. Your faculty mentor (or department chair/ coordinator) must give prior approval for additional transferred credits of general education or general elective course work.
2. Your department chair or coordinator must give prior approval for additional transferred course work that counts toward the major or minor.

If you have 70 credits transferred from two-year colleges, you cannot transfer additional credit from a two-year college. This is a State regulation and no exceptions are allowed.

Exceptions to the rules specified above require a written appeal to the Academic Standards Subcommittee, Hitchins 213, at least one month prior to the term in which you wish to study at another institution.

***Ebills are sent to registered students by late November. Tuition, fees, and all previous balances are to be paid in full or acceptable financial arrangements made no later than January 4, 2027. No paper bills will be mailed.* To avoid lines in making payments at the University and Student Billing Office, send or bring payment upon your receipt of the bill (M-F 8:00 AM - 4:00 PM).**

Payment of Account

It is in your best interest to pay by **certified check, treasurer's check**, **cashier's check,** or **cash**. Please do not send cash by mail. Refunds are delayed by 15 business days when you pay by personal check or 5 business days by ACH. If you receive Senatorial Scholarships (or other awards from the Maryland State Scholarship Board), National Defense Loans, Educational Opportunity Grants, and/or Other Race Grants those amounts are deducted.

If an award is not made by November 21, this amount is unlikely to appear on the bill. In this case, notification is sent from the Financial Aid Office to the University and Student Billing Office. You may deduct this amount from the bill. If official notification is not received until after filing, you must pay the amount shown. A refund is made upon written request from the student.

You may pay online using Visa, Master Card, Discover or American Express (a convenience fee applies). ACH (electronic check) is available on-line through PAWS as well with a $0.50 transaction fee. Login to PAWS and click make a payment.

The payment deadline date is ***January 4, 2027***.

A late payment fee of $50 is assessed beginning January 5, 2027.

Once you go through the registration process, you are obligated to pay fees even though you withdraw from the University.

You must sign up to receive your Ebill notification. Login to PAWS and click on finances, then Ebill to set it up. No bills are mailed.

Failure to pay your bill does not constitute withdrawal from the University. You must notify the Registrar's Office in writing to withdraw.

Payee Designation

Designate Frostburg State University as the payee on checks, money orders, certified checks, traveler's checks, and cashier's checks. Send your payment to the University and Student Billing Office and identify the account to be credited.

Charges for Collection Fees

A 17% collection fee is added to your account when you do not pay promptly by the State Central Collection Unit. Also, your account is referred to the Central Collection Unit. If further collection action is required and an outside collection agency is retained, those charges are also added onto your bill. Your Maryland State Income Tax Refund will be held for nonpayment of state obligations.

Previous Balance

You must pay previous balances and obligations in full before registering and attending a subsequent semester. A prior balance prohibits access to university services.

Credit Balances

1. If you submit a written request before January 5, refund checks for credit balances (where eligible) become available at the University and Student Billing Office during registration.
2. As a recipient of grants and loans received after January 5 and/or Senatorial Scholarships, you cannot receive refunds until all papers are processed, normally no sooner than four weeks following late registration.
3. Bobcat credit vouchers may be issued by the University and Student Billing Office if funds are delayed.
4. Please request Bobcat vouchers by January 13, 2027.

All students with financial aid or enrolled in a payment plan are required to complete an FSU deferment form online through the PAWS Student Center. Documentation is required.

Payment Plan

Frostburg State University has partnered with Transact to offer a payment plan. The plan is an interest-free, debt-free way to spread tuition payments over a number of months. To enroll in our payment plan, login to your PAWS account, click View E-Bill, Installment Payment Plans.

4-Pay Plan*

Enrollment in the 4-pay plan is for one semester. The total billed amount less anticipated financial aid is divided by four. Cost of the plan is $45/semester. Fall due dates: August 1, September 1, October 1 and November 1. Spring due dates; January 1, February 1, March 1 and April 1.

All students with a balance due who are not enrolled in a payment plan, have 3rd party payment, or financial aid are assessed a $75 payment plan fee after February 9, 2027 and put into a 2-payment plan.

*International Students are not eligible to enroll in the payment plan.

Avoid Lines

Pay By Mail or Online

Please Note:

Notwithstanding any other provision of this or any other University publication, the University reserves the right to make changes in tuition, fees, and other charges at any time such changes are deemed necessary by the University and the University System of Maryland Board of Regents.

The University reserves the right to provide some or all instruction and related academic activities through alternative methods of delivery, including remote delivery. It also reserves the right to change the method of delivery before or during an academic term in the event of a health or safety emergency or other circumstance when it determines that such change is necessary or in the best interests of the campus community. Tuition and mandatory fees will not be reduced or refunded if the University changes the delivery method for any or all of an academic session.

17 Billing Information

Tuition and Fees (Main Campus Rates)

Per Semester

Full-Time (12 hours or more)

Tuition: In-State $3,820
Tuition: Out-of-State $11,653
Tuition: Regional Tuition $8,599
Activity Fee $207
Athletic Fee $610
Auxiliary Facilities Fee $359
Sustainability Fee $16
Student Union Operating Fee.....$234
Technology Fee $111
Transportation Fee.....$32

Total Fees for All Students $1,569

Part-Time (Under 12 hours)

Tuition: In-State (per credt hour) $320
Tuition: Out-of-State (per credit hour).....$654
Tuition: Regional Tuition (per cr hr) $484
Activity Fee $18
Athletic Fee (per credit hour) $51
Auxiliary Facilities Fee (per credit hour)...$31
Student Union Operating Fee
(per credit hour) $20
Sustainability Fee (per credit hour) $1
Technology Fee (per credit hour).....$20
Transportation Fee (per credit hour).....$5

Frostburg State at USM Hagerstown Fees

Per Semester

Technology Fee (per credit hour).....$20
($111 for full-time)
Activities Fee (per credit hour).....$1

FEES ARE NON-REFUNDABLE AFTER February 1, 2027.

Other Fees

1. Private music instruction fee is $300 per credit.
2. Directed practice fee is $300 per credit.
3. Returned check charge is $30.
4. All students applying for parking registration $50. (Nonrefundable)
5. After published deadlines, you pay the late payment fee of $50. (Nonrefundable)
6. Student Teaching Internship fee is $50-$400.
7. Acceptance Fee is $150. (Nonrefundable) Upon acceptance to FSU a $150 fee is paid. The $150 offsets tuition charges only for the new student.
8. Bobcat Bound is $125. (New Students)
9. Students with a balance due 10 business days after the semester starts will be charged an additional $75 late fee and enrolled in a 2-payment in-house payment plan.
10. Check reissue fee $30.
11. Room damage fee (residence hall students only) $100/year or $50/term. Additional charges to the student are billed to the student account.
12. Students enrolled in the Nursing programs will pay $150 per semester. Students enrolled in the BS Nursing, LPN to BSN, & RN to BSN program will also pay an EValue fee of $700 per semester.
13. All Resident Hall Students will be charged a Residential Hall Leadership Fee of $39/Semester.

Special Instruction Fees

Accounting 305 .....$25

Art
110.....$10
207, 209, 212, 216, 240, 412, 416..... $25
307, 336, 407, 414..... $30
232.....$35
235, 435.....$45
104, 105, 432, 440..... $50
452.....$60
202, 402.....$65
221, 421.....$100

Biology
128, 200, 484.....$20
109, 149, 150, 159, 160, 161, 211, 218, 230, 302, 304, 309, 310, 313, 321, 322, 328, 334, 340, 401, 404, 405, 406, 409, 410, 411, 412, 414, 417, 421, 422, 423, 425, 426, 427, 430, 435, 438, 439, 440, 445, 456, 460, 493 .....$50

Business Administration - BMIS 320.....$25

Chemistry
322.....$40
100, 113, 150, 201, 202 .....$35
304, 305, 312, 320, 321, 411, 420, 421, 445, 446, 456, 493, 499.....$40

Computer Science
100, 110, 220, 330.....$25

Developmental Mathematics (certain sections)
095.....$40
099.....$45

Education
ELED 307 .....$50
EDUC 497; ELED 495; HPED 497; SCED 496 .....$200
EDUC 391, 392; ELED 494.....$400

Emerging Media
101, 205, 213, 250, 287, 313, 326, 350, 387, 388, 465, 487, 488, 499 .....$75

Engineering
ENEE 206; ENES 100; ENME 331, 332 350, 351, 382.....$20
ENEE 307, 408, 417, 461; ENES 310, 320, 401; ENME 425, 472, 488.....$25

Geography
103, 113, 413, 430, 433, 470 .....$20
207, 340.....$25

Mathematics (Certain Sections)
104, 109, 118, 119, 120, 206, 207, 220, 280, 315, 350, 380, 432.....$56
236, 237, 238.....$65
104A, 109A, 118A, 119A $74

Music Applied
100, 102, 103, 204, 205, 305,401 .....$25
319, 321, 327, 329, 330, 331, 335, 336, 337, 339, 340.....$10

Music Applied (cont)
389, 390, 493.....$150
490.....$300
325.....$300 per credit

Music
315, 370.....$10

Nursing
304, 307, 308, 309, 316, 416, 418, 420, 422, 424, 427, 429, 431, 495.....$100

Orientation 101.....$120

Physical Science 101, 203, 211 .....$35

Physics
262.....$20
215, 216, 261, 263, 320, 331, 332, 350, 492, 499.....$40

Sociology/Social Work 310.....$25

Theatre
202,304,307.....$15
203.....$20
204, 306.....$25
207, 305.....$50
311, 360.....$60

Room

Fall 2026 Rates:

Allen, Diehl, Gray, Simpson & Sowers
Uphill Doubles $3,082
Uphill Single $4,153
Diehl, Gray, Simpson, & Sowers
Uphill Deluxe Doubles.....$3,303
Annapolis
Downhill Deluxe Doubles $3,714
Annapolis, Cumberland, Frederick, & Westminster
Downhill Doubles $3,388
Downhill Single.....$4,484
Brownsville:
Two Single Rm Suite $5,232
Four Single Rm Suite $5,232
1 Private 1 Share Single $5,066
1 Private 1 Share Double.....$4,109

Students that move in and do not register are charged for the time the room is occupied or unavailable for a new resident.

Residential Leadership Program Fee $39/Sem

Board

1. If you live in a residence hall, you are required to purchase one of the following meal plans:

# of Meals	***Bonus Dollars	Guest Passes	Price per Semester
*unlimited in Chesapeake	$225	10	$3,400
any 19	$175	8	$3,005
**any 14	$125	5	$2,880

*Default Meal Plan
**International Student's Default Meal Plan
***Bonus Dollars are applicable to any food service location. There are no restrictions.

Any bonus dollars left in a student's account at the end of the fall semester will be rolled over into the spring semester meal account provided that the student is enrolled in a meal plan for spring. No dollars will be rolled into the

following academic year. Requests for meal plan changes must be in writing.

2. **Once residence hall students make a meal plan choice and live in a residence hall, you will continue to be on that plan until you notify the University otherwise.** Announcements are made each semester regarding the time period in which changes can be made for the following semester. Meal plans may be downgraded prior to the **first day of each semester that the residence halls are open.** Deadline: January 22, 2027. After that time, meal plans may be upgraded only during the first two weeks of each semester.
3. You must have a validated meal card ID to gain admission to the dining hall. The replacement charge for lost meal card IDs is $20. To have it billed to your student account add a $15 service charge.
4. You are financially responsible for meal cards until the time of your official withdrawal from school, even if you did not eat at the food service. You are billed for meals until the food service is notified. Residential Meal plans are prorated based on the withdrawal date.
5. Meal plans are non-transferable, nonrefundable, and per semester.

Voluntary Meal Plans are available for Residential & Off-Campus Students. The plans are nonrefundable and must be renewed each term by the student.

# of Meals	Bonus** Dollars	Guess Passes	Price per Semester
100	$325	12	$1,550
75	$300	8	$1,360
50	$225	4	$925

Vehicle Registration

All students must register motor vehicles to bring to campus. A copy of the regulations pertaining to such registration, parking and traffic requirements, and restrictions is available either at the University and Student Billing Office or the University Police Office. For the academic year, you pay a $50 registration fee for the vehicle. The Vehicle Registration Fee is nonrefundable.

Six-Week 2 Intensive Courses

Students are expected to enroll in intensive courses during the regular registration period. Intensive courses are counted towards full-time tuition and are part of your semester bill. Students registering for intensive courses after the add/drop period who are not already full-time, must pay at the time of registration.

Tuition Refunds

1. If you are registered and drop courses after the end of the registration period, you are not entitled to a refund based on a credit-hour change.
2. The date on which the Withdrawal Form is received by the Registrar's Office determinesthe amount of the credit and/or refund. (Postmarked date will be used for withdrawal received through the mail.)
3. The refund schedule on this page shows dates on which each proportionate refund applies. Please familiarize yourself with this policy before dropping a course or withdrawing from the University.
4. The Residential Board Plan Fee is pro-rated weekly.
5. Any unpaid charges on a student's financial account with the University will be subtracted from the refund due prior to processing the refund request.
6. If you are dismissed by the University or removed from on-campus housing for disciplinary reasons, you are not entitled to a refund of tuition and fees.
7. You must request a refund in writing from the University and Student Billing Office.
8. Students that register and fail to make payment or withdraw are charged an additional $75 late payment fee and a late payment fee of $50, beginning January 5.
9. Whenever possible refunds of credit card payments are processed back to the credit card.

Please refer to the current Undergraduate Catalog for any additional information in regard to the published refund policy.

Refund Schedule

Tuition	*Fees*	*Room*	*Dates*
100%	*100%	**100%	Until 2-1-27
80%	None	None	Until 2-8-27
60%	None	None	Until 2-15-27
40%	None	None	Until 2-22-27
20%	None	None	Until 3-1-27
None	None	None	After 3-1-27

*Excludes $150 acceptance fee for new students. Acceptance fee may only be applied against a tuition charge.
**Room is not refunded after February 1, 2027. Residential meal plans are prorated weekly if a student withdraws. Voluntary Meal Plans are Non-Refundable

Note:

See information on page 16 concerning call to Active Military Duty.
See information on page 21 related to Implications of Withdrawal for Title IV Recipients.
You must complete the Release of Information Form in PAWS if you want your account discussed with others.

Employee Tuition Remission

Tuition remission benefits are available for permanent faculty, staff, and retirees (including their spouses and dependent children) of Frost-burg State University as determined by University policy. Eligible faculty and staff applying for Tuition Remission will use the online system https://www.usmd.edu/tuition-remission/ for themselves and their eligible dependents. Retirees and schools not participating in the online process will continue to submit the paper form to HR. The application should be completed as early as possible and no later than the last day of registration to afford proper credit and automated processing through the billing system. A new application for Tuition Remission must be completed for each term. Fees are due by the payment due date. See the quick links section on the above listed website for additional information.

STAFFORD LOANS

- Annual loan limits must be adjusted for part-time enrollment across the aid year. Students who anticipate being part-time should complete an enrollment status change form or email the FSU Financial Aid Office with more detail.

Federal Stafford Loans

You may apply for subsidized loans, which means that the federal government will pay the interest on your loan while you are in school and during specified deferments. You must demonstrate financial need to receive the loan. The amount of your loan is based on such eligible factors as documented need, enrollment status, and academic program.

Unsubsidized Federal Stafford Loans

After being considered for a subsidized Stafford Loan, you may be evaluated for another option, the Unsubsidized Stafford Loan. The federal government does not pay your interest on this loan during your enrollment in school, during any grace period, or during periods of deferment. Accordingly, you are responsible for payment of interest during these periods. You, as the borrower, may choose to pay the interest during these periods or request that the interest be added to the loan principal, no more frequently than quarterly. So long as you continue your enrollment at least half-time, your deferment remains.

How To Apply

You can gain information about the application process for all types of aid including eligibility requirements by contacting the Financial Aid Office at 301-687-4301.

Please Note:

Federal regulations require your written permission to deduct, from your financial aid on an annual basis, miscellaneous institutional charges such as library fines, etc. This form is available online through PAWS self service under accept/decline financial aid. If you choose not to complete the permission form, you will be responsible for paying the miscellaneous obligation(s) from personal funds by the bill payment deadline date. The University may not apply your loan funds to any charge(s) assessed to you in a prior award year.

19 Financial Responsibility Policy

FROSTBURG STATE UNIVERSITY

FINANCIAL RESPONSIBILITY POLICY

Registering for courses at Frostburg State University is a contractual agreement, whereby you agree to comply with all laws, rules and regulations applicable to your registration, payment of fees, enrollment and attendance. The rules and regulations that comprise the terms and conditions of this contract are contained in the FSU catalog in effect during the years of your enrollment.

In addition to reading, agreeing with and accepting all of the terms and conditions set forth in the FSU catalog, you must specifically acknowledge the following:

1. All fees and other University expenses are due on the date listed in the written registration materials and on the FSU website for each semester. A late payment fee is assessed for all students who have not completed the payment or made payment arrangements by the due date. Students may enroll in a payment plan through FSU's third party provider, or the FSU in-house payment plan for summer and intersession. More information about payment plans is available on the FSU website and in the Office of the Bursar.
2. It is the student's responsibility to cancel their registration by dropping all courses before the end of the registration period if proper financial arrangements have not been made. ***The student is responsible for ensuring that he or she is no longer enrolled.***
3. It is the student's responsibility to complete all of the requirements for the Office of Financial Aid to disburse, provide third-party documentation, enroll in an approved payment plan, or submit payment, by the billing due date each semester. Any student who has not completed payment or joined a payment plan by the 10th business day of the semester will be charged a fee and placed into a payment plan that splits the amount due into two payments. Additionally, the student will be assessed a late payment and a late registration fee. Each subsequent late payment will result in an additional fee.
4. ***It is the student's responsibility to review the bill and submit payment in a timely manner***. Students are notified each semester through their Frostburg email account that the e-bill is available for viewing. The student must then enroll in the E-bill system via their PAWS account. The student may also add another payer to the E-bill. Both the student and the additional payer will receive an email each time a bill is generated.
5. FSU reserves the right to withhold future services (registration, diploma, etc.) to persons who has any outstanding obligations with the University or who has an account that was submitted to the Maryland State Central Collection Unit.
6. In the event that financial aid is reduced or cancelled, or in the event the student has not met the specified requirements for receiving such aid, the student will become responsible for the full balance of outstanding charges.
7. If payment is in the form of a check (or E-Check) and the check is returned by the bank for any reason, a $30 fee will be charged to the account. If payment is not made, the student's account may be submitted to the Maryland State Central Collection Unit.
8. Students leaving FSU prior to the 60% point in the semester, officially or unofficially, are obligated to return the federal aid received for that semester in accordance with the University's Return of Title IV Funds Policy. Failure to return that portion of federal aid received may result in the amount owed being transferred to the Maryland State Central Collection.
9. Any debt owed to FSU as a result of the student's failure to make required payments or failure to comply with the terms of the applicable program as governed by the FSU catalog will be a breach of the terms and conditions of this contract. Failure to respond to demands for payment made by FSU may result in such debts being transferred to the Maryland State Central Collection Unit.
10. Any debts transferred to the Maryland State Central Collection Unit will be assessed a 17% collection fee at the time of transfer and this information will become part of a student's credit report.

ONCE YOU REGISTER FOR COURSES, YOU ARE AFFILIATING WITH FROSTBURG STATE UNIVERSITY (FSU), AND THAT YOU ARE A PARTY TO A CONTRACT WITH FSU AND TO THE TERMS AND CONDITIONS DESCRIBED ABOVE.

If you have any questions regarding this Financial Responsibility Policy, please e-mail the Bursar's Office at billingoffice@frostburg.edu or call the Bursar's Office at 301-687-4321.

Credit by Examination

In addition to earning credit at FSU or transferring course credit from other accredited institutions, you may acquire credits through examination. The examinations accepted include Advanced Placement Examinations, College Level Examination Program (CLEP), International Baccalaureate exams and special departmental examinations.
Please see the Policies section in the current Undergraduate Catalog for a complete statement on the policies governing credit by exam.

Law Governing Financial Aid and Withdrawal

The Higher Education Act of 1998 established new rules regarding how colleges and universities determine the amount of financial aid that a student can retain if he/she withdraws. The new law was implemented at Frostburg State University beginning in Fall 2000. The following information describes how this law will be applied using a specific formula that the government has defined.

Implications of Withdrawal from the University

Effective Fall 2000, all students who withdraw or are dismissed from the university (including unofficial withdrawals) and attend less than 60% of the enrollment period (semester), will have their Title IV federal financial aid prorated based on the actual days of attendance. Therefore, before a student considers withdrawal, he/she should meet with a financial aid counselor to determine the financial impact on his/her federal financial aid. Title IV Federal aid includes, Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Perkins Loan, Stafford Loans (Subsidized and Unsubsidized), and Parent Loan to Undergraduate Students (PLUS).

Under this policy, the Financial Aid Office will determine the percentage of Title IV aid earned based on the length of enrollment. Once determined, the student may be responsible for charges that were once covered by Title IV aid. In some cases, a student may have to repay a portion or all of his/her refund as a result of withdrawing before 60% of the enrollment period elapses. After the unearned portion of financial aid has been established, the funds will be returned to the federal programs in the following order: Unsubsidized Stafford Loans, Subsidized Stafford Loans, Federal Perkins Loans, Federal PLUS Loans, Federal Pell Grants, and Federal Supplemental Educational Opportunity Grants. In cases where a student is receiving institutional funds, he/she should check with the Financial Aid Office for policies concerning these awards.

Note: Students who unofficially withdraw and receive FX grades will not be eligible for financial aid for a subsequent semester. In addition, students may have to repay money that was awarded in the semester from which they unofficially withdrew. These students will have the right to appeal to a university official where mitigating circumstances exist. Check with the Financial Aid Office for details.

If you have any questions concerning the law, please contact the Financial Aid Office at 301-687-4301.

Financial Aid Satisfactory Progress Standards

The United States Department of Education mandates that colleges and universities have in place satisfactory progress standards (SAP) that must be met in order for a student to receive Title IV funds (Federal Pell Grants, Federal Subsidized and Unsubsidized Loans, Federal PLUS Loans, Federal Supplemental Education Opportunity Grants, Federal Work-Study, and Federal Perkins Loans). In addition, the Financial Aid Office uses satisfactory academic progress standards to determine eligibility for FSU grants and Maryland State Scholarship awards. The SAP policy can be reviewed on Financial Aid's website.

Procedures for Verification of Enrollment for Students

Frostburg State University has authorized the National Student Clearinghouse to act as its authorized agent for providing enrollment verifications. Students may obtain a verification of enrollment letter free of charge, 24 hours/7 days a week, through the National Student Clearinghouse using PAWS - Student Center >Enrollment > Enrollment Verification.

Procedures for Verification of Enrollment for Companies and/or Organizations

Companies and/or organizations that need to inquire about degrees awarded or enrollment data may contact the National Student Clearinghouse direct at:

Web: www.studentclearinghouse.org
Phone: 703-742-4200
Fax: 703-742-4239
E-Mail: service@studentclearinghouse.org
Mail: National Student Clearinghouse
13454 Sunrise Valley Drive Suite
300 Herndon, VA 20171

Family Educational Rights and Privacy Act (FERPA)Information

Annually, Frostburg State University informs students of the Family Educational Rights and Privacy Act of 1974, (Buckley Amendment). This act, with which the University intends to comply fully, was enacted to protect the privacy of education records, to establish the right of students to inspect their education records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings.

Students also have the right to file complaints with the Family Policy and Regulations Office concerning alleged failures by the University to comply with the Act. The University's Policy on the Disclosure of Student Records explains in detail the procedures used for compliance with the provisions of the Act and lists educational records maintained by the University. A summary of The University's Policy on the Disclosure of Student Records is printed in the *FSU Catalog*. In addition, copies of the complete policy are available in the Registrar's Office, Pullen 144.

You may complete the Release of Information and Directory Restrictions forms in PAWS. To restrict information, go to your Student Center>Personal Information> FERPA Restrictions. To release information, go to your Student Center >Acadmic Records>Release of Information. Release of Information forms are purged at the completion of each academic year.

Statement on Non- Discrimination and Equal Opportunity

Frostburg State University affirms its commitment to a campus environment that values human diversity and respect for all individuals. To that end, Frostburg State University does not discriminate on the basis of race, color, religion, national origin, sex, pregnancy, age, marital status, status as an individual with a disability, veteran status, genetic information (including family medical history), having been party to a previous discrimination/harassment complaint/investigation or other protected classes under applicable state and federal laws. It is the policy of Frostburg State University to ensure all persons have equal opportunity and access to its academic and educational programs, services, activities, and facilities and this commitment shall be an integral part of every aspect of the academic and employment programs and processes, including, but not limited to, the recruitment, selection, testing, training, promotional advancement, and treatment of employees.

Any member of the Frostburg State University community has the right to raise concerns or make a complaint regarding discrimination or equal opportunity without regard to personal factors that are irrelevant to the program involved and without fear of retaliation. Inquiries regarding non-discrimination policies and procedures, as well as complaints of discrimination, harassment and/or retaliation may be directed to the Office of Federal Regulatory Compliance, 126 Hitchins, 301-687-3035 or the United States Department of Education, Office of Civil Rights, https://www.ed.gov/about/ed-offices/ ocr.

21 Course Information

For updated course information -

Check PAWS if you are a current student.

If you are not a current FSU student you may access a copy of the schedule of classes by going to the FSU Registrar's Office Website www.frostburg.edu/about-frostburg/Administrative-Offices/registrars-office Go to Academic Information - Class Schedules - Class Availability in Real-Time