UNIVERSITY of WASHINGTON | BOTHELL

STUDENT HANDBOOK

2022-2023
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<td>91</td>
<td>School of Science, Technology, Engineering and Mathematics (STEM)</td>
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</table>
GENERAL INFORMATION

Academic Affairs
BX—102
425.352.3572
uwbvcaa@uw.edu

Alumni Relations
425.352.5269
uwbalumn@uw.edu

Campus Safety
LB2—005
425.352.5359 Dispatch
Dial 911 for Emergency
uwb-safety@uw.edu

Cashier Office
Husky Hall Main Lobby
425.352.3246
uwcash@uw.edu

Center for International Education
Husky Hall—1212
425.352.3876
uwbiel@uw.edu
www.uwb.edu/cie

Chancellor
BX—101
425.352.5221
uwbcchancellor@uw.edu

Commuter Services
Husky Hall 1450
425-352-3369
425-352-3218 Fax
uwbpark@uw.edu

Community Based Learning and Research (CBLR)
Truly House
425.352.3195
uwbclbr@uw.edu
www.uwb.edu/clbr

Connected Learning
Truly House with some advising in UW1-160
uwbcocl@uw.edu
www.uwb.edu/ocl

Financial Aid & Scholarship
Husky Hall Welcome Center
425.352.5240
uwbfaid@uw.edu

Information Technology
LB2—218
425.352.3456
uwbit@uw.edu
www.uwb.edu/it

Library
LB1—Main Desk
425.352.5340
botcirc@uw.edu
library.uwb.edu

Ombud
UW-Seattle
339 HUB
206.543.6028
UW-Bothell
Husky Hall 1445
425.352.5238

UW-Tacoma
405 WCG
253.692.4476
www.washington.edu/ombud/

Quantitative Skills Center
UW2—030
425.352.3170
uwbqsc@uw.edu
www.uwb.edu/qsc

Office of the Registrar
Husky Hall Welcome Center
425.352.5240
uwbrg@uw.edu

Student Success Center
UW1—160 (Main Floor)
425.352.5266
uwbscc@uw.edu

Global Initiatives & Study Abroad
UW1—160
Truly House
425-352-3261
uwbworl@uw.edu
www.uwb.edu/globalinitiatives

Connected Learning
Truly House with some advising in UW1-160
uwbcocl@uw.edu
www.uwb.edu/ocl

Research & Creative Projects for Undergraduates
Truly House
uwbur@uw.edu
www.uwb.edu/ocl/undergraduate-research

UW Bothell Collaboratory
DISC-152
uwbmke@uw.edu
www.uwb.edu/ocl/collaboratory

University Book Store Bothell
425.352.3344
www.ubookstore.com
ubsbothl@uw.edu

Information Technology
—Helpdesk
LB2—218
425.352.3456
uwbit@uw.edu
www.uwb.edu/it

Writing and Communication Center
UW2—030
Phone: 425.352.5253
uwbwacc@uw.edu
www.uwb.edu/wacc
### ACADEMIC INFORMATION

<table>
<thead>
<tr>
<th>School of Business</th>
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<td>UW1—360</td>
<td>UW1—211</td>
<td>UW2—134</td>
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<tr>
<td><a href="mailto:ugbiz@uw.edu">ugbiz@uw.edu</a></td>
<td><a href="mailto:iasadv@uw.edu">iasadv@uw.edu</a></td>
<td><a href="mailto:uwbnhs@uw.edu">uwbnhs@uw.edu</a></td>
<td><a href="http://www.uwb.edu/stem">www.uwb.edu/stem</a></td>
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<td><a href="http://www.uwb.edu/business">www.uwb.edu/business</a></td>
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### Pre-Major Advising

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<td>425.352.3427</td>
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<tr>
<td><a href="mailto:uwbadvis@uw.edu">uwbadvis@uw.edu</a></td>
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<td><a href="http://www.uwb.edu/premajor">www.uwb.edu/premajor</a></td>
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<tr>
<td>425.352.5411</td>
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<tr>
<td><a href="mailto:uwbses@uw.edu">uwbses@uw.edu</a></td>
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<td><a href="mailto:ugbiz@uw.edu">ugbiz@uw.edu</a></td>
<td><a href="mailto:iasadv@uw.edu">iasadv@uw.edu</a></td>
<td><a href="mailto:uwbnhs@uw.edu">uwbnhs@uw.edu</a></td>
<td><a href="http://www.uwb.edu/stem">www.uwb.edu/stem</a></td>
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### STUDENT AFFAIRS

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<td>425.352.3878</td>
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<tr>
<td><a href="mailto:arcinfo@uw.edu">arcinfo@uw.edu</a></td>
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<td>UW1—160</td>
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<td>425.352.3706</td>
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<td><a href="mailto:career@uw.edu">career@uw.edu</a></td>
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<td><a href="http://www.uwb.edu/careers">www.uwb.edu/careers</a></td>
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<td>instagram.com/uwb_career</td>
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<th>Disability Resources for Students (DRS)</th>
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<tr>
<td>UW1—080</td>
</tr>
<tr>
<td>425.352.5307</td>
</tr>
<tr>
<td>425.352.5114 Fax</td>
</tr>
<tr>
<td>425.352.5307 Voice &amp; Relay</td>
</tr>
<tr>
<td><a href="mailto:rosal@uw.edu">rosal@uw.edu</a></td>
</tr>
<tr>
<td>For exam scheduling:</td>
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<tr>
<td><a href="mailto:uwbdrs@uw.edu">uwbdrs@uw.edu</a></td>
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<th>Health and Wellness Resource Center (HaWRC)</th>
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<tr>
<td>ARC—120</td>
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<td>425.352.5190</td>
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<td><a href="mailto:hawrc@uw.edu">hawrc@uw.edu</a></td>
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<td><a href="http://www.uwb.edu/arc/hawrc">www.uwb.edu/arc/hawrc</a></td>
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<td>UW1 1st Level Vista Welcome Desk</td>
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<td><a href="mailto:otp@uw.edu">otp@uw.edu</a></td>
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<th>Residential Life</th>
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<td>Husky Hall 1510</td>
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<td>425.352.3544</td>
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<td><a href="mailto:uwbr@uw.edu">uwbr@uw.edu</a></td>
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<td><a href="http://www.uwb.edu/sea">www.uwb.edu/sea</a></td>
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<td>uwbpresent.io</td>
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<tr>
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<td>425.352.5030</td>
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<td>uw.edu/diversity/diversity-center</td>
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<tr>
<td>Capstone Management</td>
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<tr>
<td>Husky Hall 1510</td>
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<td>425.352.5133</td>
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<tr>
<td><a href="mailto:info@uwbothellhousing.com">info@uwbothellhousing.com</a></td>
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<tr>
<td>425.352.5307</td>
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<td>425.352.5114 Fax</td>
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<td>425.352.5307 Voice &amp; Relay</td>
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<td><a href="mailto:rosal@uw.edu">rosal@uw.edu</a></td>
</tr>
<tr>
<td><a href="http://www.uwb.edu/veterans">www.uwb.edu/veterans</a></td>
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<th>Violence Prevention &amp; Advocacy Program</th>
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<tbody>
<tr>
<td>425.352-3851</td>
</tr>
<tr>
<td>uwbva@<a href="mailto:a@uw.edu">a@uw.edu</a></td>
</tr>
<tr>
<td>uwb.edu/sexualassault</td>
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### UW Resources in Seattle

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<tbody>
<tr>
<td>Arts Ticket Office</td>
<td>206.543.4880</td>
<td>meanycenter.org/meanycenter.org/tickets</td>
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<tr>
<td>Burke Museum of Natural History and Culture</td>
<td>206.543.5590</td>
<td><a href="http://www.burkemuseum.org">www.burkemuseum.org</a></td>
</tr>
<tr>
<td>Ethnic Cultural Center/ Ethnic Cultural Theater (ECC/ECT)</td>
<td>206.543.4635</td>
<td>depts.washington.edu/ecc/</td>
</tr>
<tr>
<td>Henry Art Gallery</td>
<td>206.543.2280</td>
<td><a href="http://www.henryart.org">www.henryart.org</a></td>
</tr>
<tr>
<td>Intercollegiate Athletics</td>
<td>206.616.4795, 206.543.2200 (Ticket Office)</td>
<td><a href="mailto:tickets@uw.edu">tickets@uw.edu</a> ial.washington.edu</td>
</tr>
<tr>
<td>International Programs &amp; Exchanges</td>
<td>206.221.4404</td>
<td>studyabroad.washington.edu</td>
</tr>
<tr>
<td>Intramural Activities (IMA)/ Recreational Sports Programs</td>
<td>206.543.4590</td>
<td><a href="mailto:ima@uw.edu">ima@uw.edu</a> depts.washington.edu/ima</td>
</tr>
<tr>
<td>Office of Merit Scholarships, Fellowships and Awards (OMSFA)</td>
<td>206.543.4282</td>
<td><a href="mailto:Scholarq@u.washington.edu">Scholarq@u.washington.edu</a> expd.washington.edu/scholarships</td>
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### Health and Well Being

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<tr>
<td>Addictive Behaviors Research Center</td>
<td>206.543.2640</td>
<td><a href="mailto:abrc@u.washington.edu">abrc@u.washington.edu</a> depts.washington.edu/abrc</td>
</tr>
<tr>
<td>Adult Children of Alcoholics</td>
<td>310.534.1815</td>
<td><a href="http://www.adultchildren.org">www.adultchildren.org</a></td>
</tr>
<tr>
<td>Al-Anon</td>
<td>206.625.0000</td>
<td><a href="http://www.seattle-al-anon.org">www.seattle-al-anon.org</a></td>
</tr>
<tr>
<td>Alcohol and Drug 24-hour Help Line</td>
<td>206.722.3700</td>
<td><a href="http://www.adhl.org">www.adhl.org</a></td>
</tr>
<tr>
<td>Alcoholics Anonymous</td>
<td>206.587.2838</td>
<td><a href="http://www.seattleaa.org">www.seattleaa.org</a></td>
</tr>
<tr>
<td>Asian Counseling Services</td>
<td>206.695.7600</td>
<td><a href="http://www.acrs.org">www.acrs.org</a></td>
</tr>
<tr>
<td>API Chaya</td>
<td>877-922-4292</td>
<td><a href="http://www.apichaya.org">www.apichaya.org</a></td>
</tr>
<tr>
<td>Consejo Counseling Referral Service</td>
<td>206.461.4880</td>
<td><a href="http://www.consejocounseling.org">www.consejocounseling.org</a></td>
</tr>
<tr>
<td>Crisis Clinic 24 Hour Crisis Line (King County)</td>
<td>206.461.3200</td>
<td><a href="http://www.crisisclinic.org">www.crisisclinic.org</a></td>
</tr>
<tr>
<td>Hall Health Primary and Specialty Care Clinics</td>
<td>206.685.1011</td>
<td><a href="http://www.hallhealthcenter.com">www.hallhealthcenter.com</a></td>
</tr>
<tr>
<td>Harborview Medical Center, Emergency Trauma (24-hour)</td>
<td>206.744.3000</td>
<td><a href="http://www.uwmedicine.org/harborview">www.uwmedicine.org/harborview</a></td>
</tr>
<tr>
<td>Harborview Abuse and Trauma Center</td>
<td>206.744.1600</td>
<td>uwmedicine.org/locations/harborview-abuse-and-trauma-center</td>
</tr>
<tr>
<td>King County Sexual Assault Resource Center</td>
<td>1.888.99.VOICE</td>
<td><a href="http://www.kcsarc.org">www.kcsarc.org</a></td>
</tr>
<tr>
<td>LifeWire: Together Against Domestic Violence</td>
<td>425-746-1940 (24/7)</td>
<td><a href="http://www.lifewire.org">www.lifewire.org</a></td>
</tr>
<tr>
<td>Northshore Youth and Family Services</td>
<td>425.485.6541</td>
<td></td>
</tr>
<tr>
<td>Northwest Network of Bi, Trans, Lesbian and Gay Survivors of Abuse</td>
<td>206.568.7777</td>
<td><a href="http://www.nwnetwork.org">www.nwnetwork.org</a></td>
</tr>
<tr>
<td>Providence Intervention Center for Assault and Abuse</td>
<td>425.252.4800</td>
<td></td>
</tr>
<tr>
<td>Psychological Services and Training Center</td>
<td>206.543.6511</td>
<td><a href="http://www.psych.uw.edu/community/the-clinic">www.psych.uw.edu/community/the-clinic</a></td>
</tr>
<tr>
<td>Seattle Counseling Service for Sexual Minorities</td>
<td>206.323.1768</td>
<td><a href="mailto:info@seattlecounseling.org">info@seattlecounseling.org</a> <a href="http://www.seattlecounseling.org">www.seattlecounseling.org</a></td>
</tr>
<tr>
<td>Seattle Indian Health Board</td>
<td>206.324.9360, ext. 802</td>
<td><a href="mailto:info@sihb.org">info@sihb.org</a> <a href="http://www.sihb.org">www.sihb.org</a></td>
</tr>
<tr>
<td>Domestic Violence Services of Snohomish County</td>
<td>425.252.2873</td>
<td>dvs-snoco.org</td>
</tr>
<tr>
<td>Snohomish County Crisis Line</td>
<td>800.584.3578</td>
<td></td>
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<tr>
<td>Suicide prevention Lifeline: 1.800.273.TALK</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UW Medicine – Woodinville Clinic</td>
<td>425.485.4100</td>
<td></td>
</tr>
<tr>
<td>UW Violence Prevention &amp; Response (SAFEcAMPUS): 206.685.SAFE</td>
<td><a href="http://www.washington.edu/safecampus">www.washington.edu/safecampus</a></td>
<td></td>
</tr>
<tr>
<td>Washington State Alcohol/Drug Clearinghouse</td>
<td>206.221.8325</td>
<td>adaclearinghouse.org</td>
</tr>
<tr>
<td>211 Community Resource Connection</td>
<td><a href="http://www.211.org/">www.211.org/</a> Call 211</td>
<td></td>
</tr>
</tbody>
</table>
Degrees, Credits, and Grades

WHAT’S WHAT: DEGREES AND CERTIFICATES

CERTIFICATES
Certificates are awarded by some colleges at the completion of special programs. At community colleges, certificates are awarded at the end of vocational programs that are significantly shorter than a typical associate degree.

UW Professional & Continuing Education offers a number of evening and weekend programs, both credit and non-credit, leading to certificates in fields such as Paralegal Studies or Audio Production. These programs are separate from our regular curriculum and usually the credits don’t count toward a bachelor’s degree.

For more information, see www.pce.uw.edu/certificates

ASSOCIATE DEGREES (A.A., A.S.)
The Associate of Arts and other associate degrees are granted by community colleges. They usually represent two years of work in either a general education program that prepares you to continue on at a four-year college or university, or in a terminal vocational program such as Bookkeeping, Horticulture, or Culinary Arts. The UW does not grant associate degrees.

BACHELOR’S DEGREES (B.A., B.S.)
Bachelor of Arts and Bachelor of Science degrees, also called baccalaureate degrees, are granted by four-year colleges and universities. They represent at least four years of full-time academic work. (An academic associate degree may satisfy up to two of these four years.)

In general, a B.A. program usually requires somewhat fewer math and science courses than the B.S. program, which is usually intended to prepare you for postgraduate study (a master’s or Ph.D.) in the same field.

MASTER’S DEGREES (M.A., M.S.)
Master of Arts and Master of Science degrees usually represent one or two years of postgraduate education. To be eligible to enter a Master’s degree program, you must first earn a Bachelor’s degree.

An academic master’s degree program consists of advanced academic coursework, usually in the same department as your undergraduate degree or in a related department. An academic master’s program often consists of one year of advanced coursework and one or more years of research, culminating in a lengthy paper called a thesis.

A professional master’s degree program consists of advanced coursework oriented toward a particular profession, such as public health or social work. Students from a wide range of majors are eligible to apply. Professional masters’ programs usually do not require original research and a thesis.

Did You Know?
All UW Bothell buildings were designed to complement the land’s natural beauty; they are environmentally friendly and are equipped with advanced technology for faculty and student use.
PROFESSIONAL DEGREES (M.D., ETC.)

Professional degree programs, usually three or four years in length, prepare students for professions such as medicine, dentistry, and law, and (at other universities) podiatry, optometry, and veterinary medicine. In most cases, prior completion of a bachelor’s degree is required.

Examples Of Degrees:
M.D. (Doctor of Medicine)
D.D.S. (Doctor of Dental Surgery)
Pharm.D. (Doctor of Pharmacy)
LL.B. (Legum Baccalaureus—law)
J.D. (Juris Doctor—law)
D.V.M. (Doctor of Veterinary Medicine)

DOCTORAL DEGREES (PH.D., ED.D.)

The Doctor of Philosophy degree represents from three to ten or more years of postgraduate education. Some doctoral programs require students to first complete a Master’s degree; some don’t. In a doctoral program, you’ll complete a research project of several years’ duration that makes a significant contribution to your field. The lengthy paper in which the research project is reported is called a dissertation or a thesis. The Ph.D. prepares you to teach at the university level and engage in continuing, independent research.

CREDITS

WHAT IS A CREDIT?
You are awarded credit for each course you complete with a passing grade.

1 credit = 1 hour in class + 2 hours study ... per week

Most UW courses are 5 credits each, so:

5 credits = 5 hours in class + 10 hours study ... per week

Of course, the actual study time each course requires will vary, as a course might be relatively easy for you and difficult for another student. Some courses require more than 10 hours of study each week. Other courses require more time in class and somewhat less study time. A 3-credit laboratory course, for example, might require 6 hours/week in class and only a few hours/week outside of class.

Did You Know?
The University of Washington Bothell offers free mental health counseling.

TYPICAL CREDITS PER QUARTER

A typical load each quarter is 15 credits.

15 credits = 15 hours in class + 30 hours study ... per week

If you complete 15 credits a quarter, and complete three quarters each year (autumn, winter, and spring), in four years you will have 180 credits, the minimum number required for graduation.

15 credits/quarter x 3 quarters/year x 4 years = 180 credits

15 credits is just an average. There will be quarters when you take fewer credits and quarters when you take more. You might also choose to take summer courses. Most full time students take between 12 and 18 credits each quarter.

For your first few quarters we recommend that you take no more than 15 credits each quarter, until you have a good sense of what the workload is like at UW Bothell and have established some good study habits. Even if you’ve already completed some college credits elsewhere, you may find the pace very different here.

You need to be particularly careful not to take too many credits if you are working part-time.

WHY SO FEW CLASSES EACH QUARTER?

A big difference between college and high school is that in college you will spend much less time in class and much more time studying on your own. You will probably find that you have much more homework in college than you are accustomed to. Most college freshmen — and many transfer students — find that they need to work on improving their study habits and time management.

CLASS STANDING

Your class standing — first year, sophomore, junior, or senior — is determined not by the number of years you have been in college, but instead by the number of credits you have completed.

0–44 credits first year
45–89 credits sophomore
90–134 credits junior
135+ credits senior

Your class standing is used to determine your registration priority. Seniors register first, then juniors, then sophomores, then first years. For registration, we determine your class standing by your credits completed plus your current credits in progress. If, for example, you have 30 credits completed and are currently taking 15 credits, you’ll register for the next quarter on the sophomore registration days, and you’ll have access to any courses that are restricted to “sophomores and above.”
TRANSFER CREDITS

Any courses you transfer from other colleges will be evaluated and, whenever possible, translated into the equivalent UW courses. The courses are listed on a transfer evaluation, which is kept in your advising file. Your Unofficial Transcript, available in MyUW, includes your transfer evaluation. (An official transcript will include only your UW courses.) You may discuss with an adviser how your transferred credits count toward University of Washington Bothell (UW Bothell) requirements.

Semester credits are multiplied by 1½ to convert them to quarter credits.

- 3 semester credits = 4½ quarter credits
- 4 semester credits = 6 quarter credits

ADVANCED PLACEMENT

www.uwb.edu/admissions/freshman/before-apply/before-ap

SUBMITTING SCORES

UW Bothell’s Admissions Office accepts AP scores in the following forms:

- Reports sent directly from the College Board. An original paper copy report sent to you or to another school from the College Board, provided that the document hasn’t been altered in any way.
- You can order AP scores from the College Board website at: apcentral.collegeboard.com.

AWARDS

The credit and placement awards for the most common AP exams are listed in Table 1.1. For other exams, see the website above.

<table>
<thead>
<tr>
<th>TABLE 1.1 COMMON AP CREDIT AWARDS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Calculus–AB</strong></td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>4 or 3</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>STMATH 124, 125 (10cr)</td>
</tr>
<tr>
<td>STMATH 124 (5cr)</td>
</tr>
<tr>
<td>place into STMATH 124</td>
</tr>
<tr>
<td><strong>Calculus–BC</strong></td>
</tr>
<tr>
<td>5 or 4</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>STMATH 124, STMATH 125 (10cr)</td>
</tr>
<tr>
<td>STMATH 124 (5cr)</td>
</tr>
<tr>
<td>STMATH 125 (w/3, 4, 5 subgrade) (5cr)</td>
</tr>
<tr>
<td><strong>Chemistry</strong></td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>B CHEM 143/144, B CHEM 153/154, B CHEM 163/164 (15cr)</td>
</tr>
<tr>
<td>BCHEM 143/144, B CHEM 153/154 (10cr)</td>
</tr>
<tr>
<td><strong>French/Spanish</strong></td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>French/Span 201, 202, 203 (15cr)</td>
</tr>
<tr>
<td>French/Span 201, 202 (10cr)</td>
</tr>
<tr>
<td>French/Span 201 (5 cr)</td>
</tr>
<tr>
<td><strong>English</strong></td>
</tr>
<tr>
<td>5 or 4</td>
</tr>
<tr>
<td>5 or 4</td>
</tr>
<tr>
<td>Engl 190 (5cr. VLPA)</td>
</tr>
<tr>
<td>Engl 191 (5cr. VLPA)</td>
</tr>
</tbody>
</table>

The credit and placement awards for IB exams can be found at the following website: www.uwb.edu/admissions/freshman/before-apply/before-ib

ACADEMIC SATISFACTORY PROGRESS

If you are pursuing a baccalaureate degree, you are expected to make satisfactory progress toward the attainment of that degree and are expected to enter a major and graduate after completion of a reasonable number of credits and quarters. The satisfactory progress policy looks at your total credits, but when counting quarters, only regular academic-year quarters — autumn, winter, and spring — are considered. The courses and credits you take during summer quarters count towards your degree requirements and are included in your credit total. Summer quarters are not added to your satisfactory progress quarter total and, thus, do not count against the number of quarters you may complete before the satisfactory progress credit limit is enforced.

THE 105-CREDIT RULE

Undergraduates must declare a major by the time they have completed five (5) academic-year quarters and earned 105 credits or a hold will be placed on their registration until they either declare a major, or meet with an adviser and receive a pre-major extension. The hold is placed on the student record when five (5) or more academic-year quarters and 105 or more credits have been completed. Transfer students who are admitted to the University with 105 or more credits are expected to declare a major before their second quarter at the UW, or obtain an extension from an adviser.
You will be granted a pre-major extension if your adviser decides that you are pursuing a reasonable goal, and have a good chance of gaining admission to your intended major. The extension will be granted for the number of quarters it should take you to complete the admission requirements of your major.

You will receive a warning letter from the University as you approach five (5) academic-year quarters and 105 credits, if you have not yet declared a major. If you complete five (5) academic-year quarters and 105 credits and are still a pre-major, the registration system will not let you register for the next quarter. To avoid registration delays, meet with the appropriate adviser at least one quarter before you complete five (5) academic-year quarters and 105 credits.

**THE 210-CREDIT RULE**

The University’s satisfactory progress policy requires students to complete their undergraduate degree programs within 30 credits beyond the minimum required for the degree. Because most degrees require 180 credits, students generally must complete their programs by the time they earn 210 credits. The timing for enforcement of this policy is as follows:

- For a student who first matriculates at the University on a freshman application the satisfactory progress policy is enforced after a student has completed 12 academic-year quarters, not including summer quarters, at the University.
- For a student who first matriculates at UW on a transfer application, the satisfactory progress policy is enforced after the student has completed
  - Twelve (12) quarters at the University if the student enters with less than one year of college work (less than 45 credits transferred from another institution).
  - Nine (9) quarters at the University if the student enters the University with more than one year of college work and less than two years (more than 44 and less than 90 credits transferred from another institution).
  - Six (6) quarters at the University if the student enters UW with two or more years of college work (90 or more credits transferred from another institution).

Undergraduates who have completed over 210 credits will be notified by email the third week of the quarter that a block is being placed on their registration due to lack of satisfactory progress. Students ineligible to graduate will be permitted to register for succeeding quarters only if they receive approval from their program after filing a graduation plan.

Students receiving satisfactory progress registration blocks should immediately contact their program adviser to file a graduation application or to initiate a satisfactory progress appeal.

**FULL-TIME REQUIREMENTS**

You should register for 12 or more credits to be considered full-time if you are an undergraduate or professional student. If you are a graduate student, you should register for 10 or more credits. It is important to note that differing criteria and standards for full-time enrollment exist for eligibility in certain programs. Consult the Financial Aid Office for its requirements on satisfactory student progress. The tuition schedule does not reflect full-time credit requirements for loan deferments, teaching assistantships or other programs.

**CLASS ATTENDANCE**

If you do not attend regularly scheduled class meetings during the first week of the quarter, you are subject to being dropped at the discretion of the program to allow enrollment space for other students. Do not assume that departments will automatically drop you from the course if you do not attend.

If you are not going to go to class, you should drop the course on MyUW. Students who are registered for a course but do not attend will be assigned a failing grade by the instructor. You may not attend a University course in which you have not been officially registered after the first two weeks of the quarter.

No person, other than a faculty member attending informally with the approval of the instructor, may attend a University course in which that person has not been registered.

An instructor may allow a student to attend their class only if the student’s name is on the official class list from the Office of the Registrar.

**GRADES**

**NUMERICAL GRADES**

UW uses a numerical grading system, to one decimal place. The highest grade is 4.0.

- A = 4.0
- B = 3.0
- C = 2.0
- D = 1.0

Grades descend by tenths down to 0.7, the lowest passing grade — that is, the lowest grade where you earn credit for the course. The next lower grade is 0.0, a failure, with no credit earned.

**TRANSFER GRADES**

Your UW GPA includes only UW courses. Your grades in transferred courses, however, are still important! Some programs have capacity-constrained admission, and admission to all graduate and professional schools is capacity-constrained. Any program with capacity-constrained admission will average
your grades in all college courses, including transfer courses, Running Start courses, and any college courses taken while you were in high school.

REPEATING COURSES
A UW student is allowed to repeat a course once, with departmental permission. When you repeat a course, the course is recorded again on your transcript with the grade earned. The second grade doesn’t replace the first grade, nor are the two grades averaged together. Both grades remain on your transcript, and both are calculated into your GPA. You don’t earn credit for taking the course a second time unless the first grade was 0.0.

If you are allowed to repeat a course again (you need special permission to register for a course a third time), the grade earned is posted on your transcript but the grade isn’t calculated into your GPA.

PASS/FAIL
There are two pass/fail systems at the UW: Satisfactory/Not Satisfactory (S/NS) and Credit/No Credit (CR/NC).

Satisfactory/Not Satisfactory: S/NS is an optional pass/fail way to take a UW course. When you take a course S/NS, your grade is converted to an S if you receive at least a 2.0 for undergraduates, or an NS if your grade is below 2.0. If you receive an NS, you don’t earn credit for the course. Neither an S nor an NS grade affects your grade-point average.

You can change a course to or from S/NS through the seventh week of the quarter. You are not allowed to change after the seventh week. The big drawback to S/NS is that courses taken S/NS cannot count toward any requirement. S/NS courses can’t be used to satisfy the requirements of a major, or count toward Areas of Knowledge, etc. S/NS courses count only as electives toward the 180 credits required to graduate. You may count a maximum of 25 S/NS credits toward your degree.

Credit/No Credit: CR/NC is a pass/fail option selected by the department or by the professor offering the course. Usually in a CR/NC course no grades are issued, and all work is graded either CR or NC. If you earn a CR you receive credit for the course; if you receive a NC you do not receive any credit. Neither the CR nor the NC grade affects your GPA. Unlike S/NS, CR/NC courses may count toward requirements just like graded courses.

X GRADES
A grade of “X” is recorded if no grade is submitted by the instructor. Usually, X grades just mean that the instructor is late submitting grades for the entire class. Occasionally, an instructor will submit an X grade when they wish to postpone submitting the grade for some reason. If you receive an X grade, you should check with the instructor.

INCOMPLETES (I GRADES)
If you are unable to complete the work required in a course before the end of the quarter, you can request an Incomplete from the instructor. You must not expect an instructor to submit an Incomplete automatically; usually, an Incomplete is submitted only if you and the instructor have talked and agreed on how you will make up the missing work. The instructor is not required to grant an Incomplete. Generally, an Incomplete is appropriate only if you have a small amount of work to make up. It is not a good option if you are doing poorly overall in the course, or have fallen behind in the work required, and most instructors will not grant an Incomplete in such situations. At the time the Incomplete is granted, you and the instructor agree how the missing work will be made up, and usually agree on a deadline. You should never register for the course again to make up an Incomplete. If you do so, the grade you earn is posted for your second registration in the course, and can’t be used to remove the Incomplete in your first registration.

The expectation is that the student will have the missing work completed within a few weeks. If the instructor does not submit a grade by the end of the next quarter, and does not submit a request to extend the Incomplete, the “I” automatically converts to a 0.0 grade. If the instructor agrees, you can have up to a year to complete the work required; if a 0.0 has already been posted, it will be erased and the grade the instructor submits will be posted. You cannot make up an Incomplete if more than a year has passed since the end of the quarter in which it was granted; if you don’t make up the work, you will receive a grade of 0.0 for the course.

GRADE REPORTS
You can see your grades and print a copy of your grade report from MyUW at myuw.washington.edu.

Calculating your grade-point average:
You earn grade points for each graded course completed. Grade points are calculated by multiplying the number of credits by the grade earned.

\[
5 \text{ credits} \times 3.4 \text{ grade} = 17.0 \text{ grade points}
\]

This system allows a course with more credits to count more in your GPA than a course with fewer credits. A grade in a 5-credit course, for example, adds more grade points to your total than the same grade in a 2-credit course.

\[
5 \text{ credits} \times 3.4 \text{ grade} = 17.0 \text{ grade points}
2 \text{ credits} \times 3.4 \text{ grade} = 6.8 \text{ grade points}
\]

The grade-point average is calculated by dividing the total grade points by the number of credits attempted.

\[
\frac{36.6 \text{ grade points}}{15 \text{ credits}} = 2.44 \text{ GPA}
\]
GRADING PROCEDURES

CHANGE OF GRADE
Except in case of error, no instructor may change a grade that they have turned in to the Registrar. A student who finds administrative omissions or errors in a grade report must contact their instructor. Grades used to meet graduation requirements cannot be changed after the degree has been granted. Time spent in military service is not counted as part of the two-year limitation. Students are not automatically notified of grade changes posted after the first of the quarter.

GRADE APPEAL PROCEDURE
A student who believes he or she has been improperly graded first discusses the matter with the instructor. If the student is not satisfied with the instructor’s explanation, the student may submit a written appeal to the dean or director of the student’s academic unit (or their designee) with a copy of the appeal also to the instructor. The dean or director consults with the instructor to ensure that the evaluation of the student’s performance has not been arbitrary or capricious. Should the dean or director believe the instructor’s conduct to be arbitrary or capricious, and the instructor declines to revise the grade, the dean or director, with the approval of the voting members of his or her faculty, shall appoint an appropriate member, or members, of the faculty of that department, to evaluate the performance of the student and assign a grade. The Vice Chancellor of Academic Affairs should be informed of this action.

Once a student submits a written appeal, this document, and all subsequent actions on this appeal, are recorded in written form for deposit in a department or college file.

UNIVERSITY POLICY ON STUDENT EDUCATION RECORDS
A copy of the University’s policy on a student’s right to inspect their education records and the University’s responsibility to maintain the confidentiality of such records are available at reference stations on campus (e.g., Office of the Chancellor, and the Library). Additionally, the policy is summarized in the Time Schedule each quarter.

SCHOLARSHIP — UNDERGRADUATE LEVEL

Academic Standards
Students are expected to meet the traditional standards of honesty and truthfulness in all aspects of their academic work at UW Bothell. In particular, all work submitted to an instructor in fulfillment of course assignments, including papers and projects, written and oral examinations, and oral presentations and reports, must be free of plagiarism. Plagiarism is using the creations, ideas, or words of someone else without formally acknowledging the author or source, through appropriate use of quotation marks, references, and the like. Student work in which plagiarism occurs will not ordinarily be accepted as satisfactory by the instructor and may lead to disciplinary action against the student submitting it. Any student who is uncertain whether their use of the work of others constitutes plagiarism should consult the course instructor for guidance before formally submitting the course work involved.

LOW SCHOLARSHIP

Academic Warning
An undergraduate student, whose grade-point average falls below 2.00 in their first quarter at the University, receives an academic warning. If a cumulative grade-point average of at least 2.00, for courses earned in residence at the University, is not achieved by the end of the next quarter, they are placed on academic probation.

Probation and Dismissal for Low Scholarship
An undergraduate student is placed on academic probation at the end of any quarter (except for the first quarter at the University, when an academic warning is issued) in which his or her cumulative GPA falls below 2.00. The student remains on probation until the cumulative GPA is raised to at least 2.00. If this requires more than one quarter’s work, the student must maintain a quarterly GPA of at least 2.00 each succeeding quarter or the student is dropped for low scholarship.

REINSTATEMENT
A student who has been dropped under low-scholarship rules is readmitted to the University only at the discretion of the dean of the school or college to which readmission is sought. A student readmitted after being dropped under these rules re-enters on academic probation. The student’s GPA is the same as when dropped from the University, and the student may not use grades from other colleges or universities to raise his or her UW GPA. A readmitted student is dropped if he or she fails to attain either a 2.00 GPA for the following quarter’s work or a cumulative UW GPA of 2.00 at the end of that quarter. The student is removed from probation at the end of the quarter in which a cumulative GPA of 2.00 or better is reached.

Did You Know?
All three UW campuses are initiating the Climate Action Plan, which implements strategies to be explored by the UW, including our intent to work toward becoming climate-neutral.
Senior in Final Quarter
A senior who has completed the required number of credits for graduation, but whose work in what would normally be their final quarter places him or her on probation, does not receive a degree until removed from probation.

HIGH SCHOLARSHIP
Quarterly Dean’s List
The Quarterly Dean’s List includes the names of matriculated undergraduate students who are pursuing their first undergraduate degree and have attained a quarterly GPA of 3.50 in the final grades for at least 12 graded credits. Appropriate entries regarding inclusion on the Dean’s List are made on the student’s permanent academic record.

Annual Dean’s List
The Annual Dean’s List high-scholarship award is recorded on the academic transcript of matriculated undergraduate students who are pursuing their first undergraduate degree and have achieved a quarterly GPA of 3.50 in 12 or more numerically graded credits each quarter for three quarters of the academic year (summer through spring).

Students enrolled for four quarters of the academic year (summer through spring) must satisfy the conditions outlined above and attain a quarterly GPA of 3.50 or better in the fourth quarter, if enrolled for 10 or more credits.

Students who are on the annual Dean’s List receive a certificate.

REQUIREMENT
The University requires that all students take a minimum of 40 credits of Areas of Knowledge courses, with at least 10 credits in each of three Areas:

• Visual, Literary, and Performing Arts (VLPA)
• Individuals and Societies (I&S)
• The Natural World (NW)

Visual, Literary, and Performing Arts
Courses in this Area focus on the history, interpretation, criticism, and practice of the arts. The requirement is meant to help you develop a personal appreciation of the creative process. Examples of departments that offer such courses include art history, classics, dance, drama, English, music, and foreign languages. Most speech courses also count in this Area.

Individuals and Societies
This Area includes a wide variety of options for the study of human beings and societies. Courses focus on the history, development, and dynamics of human behavior, as well as social and cultural institutions and practices. Departments that offer such courses include American ethnic studies, anthropology, economics, geography, international studies, political science, psychology, sociology, and women studies. I&S includes, from departments such as history, philosophy, and religion, courses traditionally grouped with “humanities” at other colleges.

The Natural World
Courses in this Area focus on the disciplined, scientific study of the natural world. The Area can be divided into three broad categories: the mathematical sciences, the physical sciences, and the biological sciences. Departments that offer such courses include astronomy, biology, chemistry, fisheries, forest resources, geology, mathematics, and oceanography.

OTHER REQUIREMENTS
Diversity of Human Experience (3 credits)
Courses which focus on the sociocultural, political, and economic diversity of human experience to help students develop an understanding of the complexities in living in increasingly diverse and interconnected societies.

English Composition (5 credits)

Additional Writing (10 credits)

Did You Know?
Removing paper towel dispensers and replacing them with high-efficiency hand driers saved approximately 850,000 paper towels per building from future use and disposal. This diverted over 14 tons of paper from the landfill, saving an estimated 240 trees from destruction.
USING MYUW TO REGISTER

Students register on-line through MyUW, myuw.washington.edu. MyUW provides the following registration functions: immediate registration in course sections, course adds, course drops, lists alternative sections available if the requested sections are closed or canceled, sign up for notifications if a course is closed, reports the open/closed status of specific course sections, provides a listing of the student’s confirmed registration schedule, tuition balance, financial aid status, date, and amount of last payment. Students have found MyUW to be an easy and quick way to review their transcript, registration record, student account, and address information. You may check and print copies of this information from any PC or Mac that has Web access.

TIME SCHEDULE

The Time Schedule is posted to the UW Bothell web page each quarter. The Time Schedule provides up-to-date information, including schedule changes and course status.

REGISTRATION PERIODS

To expedite the registration process, students register throughout the quarter during the appropriate registration period.

REGISTRATION PERIOD I:

Open to currently registered, matriculated students and those eligible to register under the quarter-off policy. Occurs during the latter half of the quarter preceding the quarter for which the student is registering. (Currently enrolled students registering for Autumn Quarter do so in Spring Quarter.)

REGISTRATION PERIOD II:

Open to new and returning students, and continuing students who fail to register during Registration Period I. Occurs after Registration Period I closes.

REGISTRATION PERIOD III:

Open to non-matriculated students and all students for late registration, course adds and drops. Occurs during the first two weeks of the quarter.

LATE ADD PERIOD:

All students may register or make registration changes during this period. All added courses require an entry code or faculty number. A Change of Registration fee is charged.

UNRESTRICTED DROP PERIOD:

Courses dropped during this period will not appear on the transcript. A Change of Registration fee is charged.

LATE COURSE DROP PERIOD:

Students may drop one course each quarter, after the fourteenth calendar day of the quarter, through the last day of instruction. A course drop will be recorded on the transcript with an RD. A Change of Registration fee is charged.

FULL-TIME AND HALF-TIME STATUS

To be classified as a full-time student by the UW Bothell, an undergraduate student must register for, and complete at least 12 credits per quarter. Graduate students must register for and complete at least 10 credits per quarter.

To be classified as a half-time student by the University, an undergraduate must register for and complete at least six credits per quarter. Graduate students must register for and complete at least five credits per quarter.

REGISTRATION ELIGIBILITY

Newly admitted students and students readmitted to the same or a new classification (e.g., undergraduate, post-baccalaureate, graduate), or admitted to a different University campus,
are eligible to register in Registration Period II after their admission confirmation deposit has been received.

Continuing UW Bothell students who remain in good academic standing are guaranteed the opportunity to register each quarter at the same University campus as long as they maintain continuous enrollment (excluding Summer Quarter), or fall within the guidelines of the quarter-off policy. Continuation must be in the same classification (e.g., undergraduate, post-baccalaureate, graduate) and at the same campus. After a student has earned a baccalaureate degree, they must apply for readmission as a post-baccalaureate, non-matriculated, or graduate student. Any student wishing to enroll at a different University of Washington campus must apply for admission to that campus.

Exceptions to the guarantee of registration eligibility include students under disciplinary action, students with a financial hold on their records, and students not meeting their departmental or University satisfactory progress policies. Additionally, continuing students who withdraw during the first week of two consecutive quarters (Summer Quarter not included) will not be eligible to register as continuing students for the third quarter and must reapply as former students returning to the University. If an undergraduate does not enroll for two or more quarters, they must file an application for readmission with the Office of Admissions.

CROSS-CAMPUS REGISTRATION

All students enrolled at one UW campus may register for courses at another UW campus on a space-available basis, starting on the first day of Registration Period 2 for Autumn, Winter and Spring quarters. In Summer quarter, cross-campus enrollment is allowed in Periods 1 as well.

Freshmen must complete a minimum of 25 credits on their home campus before enrolling in courses on other UW campuses. All students with class standing from sophomore to post-baccalaureate must complete 15 credits on their home campus before cross-enrolling. Non-matriculated students are not allowed to enroll cross-campus except for summer quarter. This includes non-matriculated students taking courses under the University of Washington staff or Washington State tuition exemption. Students may not be admitted and enrolled at separate campuses simultaneously. Double degrees or majors will not be permitted to cross campus lines, and majors will be restricted to a single campus. However, students who earn a minor at the alternate campus may have that minor recorded with the degree on the transcript at graduation. There will be no minors recorded on the transcript header record.

A maximum of 45 credits earned through cross-enrollment may count toward a bachelor’s degree. (Graduate students are limited to 12 credits.) This restriction is not monitored, so there is no restriction to the number of credits a student may complete by cross-enrollment; only to the number that may count toward a degree. If there are excess cross-enrollment credits, the department adviser should note this on the application for graduation. DARS (Degree Audit Reporting System) is not programmed to know at which campus courses are completed, so a DARS audit will not point out excess cross-enrollment credits.

Note that this 45-credit limit applies only to credits taken at one UW campus while enrolled at another. A student who attends one UW campus and then is admitted to another UW campus may count toward a bachelor’s degree any number of credits transferred from the first UW campus to the second (see below).

Credits completed at all UW campuses are posted on the student’s transcript as UW credit. Which campus offered the course can be determined by the department abbreviation; each campus has its own set of abbreviations, and none are shared. The campus at which the student was enrolled in a given quarter can be determined by the student’s major code that quarter; again, each campus has its own set of abbreviations.

CROSS-CAMPUS ENROLLMENT

ADMINISTRATIVE DETAILS

• The home campus is responsible for administrative and disciplinary issues.

• Hardship withdrawal petitions for all courses will be reviewed by the student’s home campus.

• Student activity fees are credited to the student’s home campus. Students are eligible for student activity fee-supported services only at their home campus.

• Only Seattle-campus students are eligible to participate in intercollegiate athletics.

QUARTER-OFF POLICY

Undergraduate students who have completed a quarter at the UW Bothell may take the following quarter off, and remain eligible to register in Registration Period I for the subsequent quarter, without reapplication as a returning student. Any quarter from which a student has completely withdrawn, or from which he or she is canceled, does not constitute a completed quarter. Summer Quarter enrollment is not required to maintain continuous registration eligibility. The quarter-off policy is not available for graduate students.
DROPPING A COURSE

Students dropping a course during the first two weeks of a quarter shall have no entry on their permanent academic transcript. If all courses are dropped, then a “withdrawn” designation is recorded on the transcript.

A course drop made during the third through the last day of instruction is recorded on a student’s transcript with an RD.

One drop is permitted on MyUW from the third week through the last day of instruction. Requests for more than one drop per quarter or a complete withdrawal can be made through the Adviser-Assisted Drop Process.

A student who does not drop a course officially through MyUW or in person at the Office of the Registrar is given a grade of 0.0.

Students receiving or applying for financial aid should check with the Financial Aid Office before dropping a class because it may affect financial aid eligibility.

DROPPING MORE THAN ONE COURSE PER QUARTER

Students dropping more than one course per quarter or dropping all courses for the quarter may use the Adviser-Assisted Drop Process. Students will submit a form to their academic adviser to request to drop courses.

DROPPING ALL COURSES FOR THE QUARTER

It is the student’s responsibility to withdraw completely if they are unable to attend using the Adviser-Assisted Drop process.

Tuition owed will be based on the date the complete withdrawal is received. No withdrawals are accepted after the last day of instruction for the quarter.

The tuition forfeiture schedule for complete withdrawal from the University is as follows:

1. Students withdrawing on or before the seventh calendar day of the quarter do not pay tuition. However, they forfeit their $100 enrollment confirmation deposit.

2. Students who drop classes between the 8th & 30th calendar days of the quarter receive a refund of one-half of the tuition reduction associated with the drop. This is in addition to the $20 Late Change of Registration Fee.

3. Students who drop classes after the 30th calendar day of the quarter receive no reduction in tuition and will also be charged a $20 Late Change of Registration Fee.

The following principles apply to complete withdrawal from the University:

1. Courses dropped as part of a complete withdrawal from the University during the first two weeks of a quarter are not recorded on the student’s UW transcript; however, the date of the complete withdrawal is recorded.

2. Students are required to turn in their student identification cards when they withdraw from the University and are not eligible to continue using University services or facilities after their withdrawal.

3. A recipient of veteran’s benefits should immediately notify the Manager of Veteran Services of withdrawal.

4. A student with a scholarship or loan awarded through the University should notify the Financial Aid Office of withdrawal.

FORMER QUARTER DROP

The Former Quarter Drop process provides students with a method to petition for a grade earned in a former quarter to be changed to a Registrar Drop (RD). A grade of RD does not impact a student’s cumulative GPA or academic standing.

A Former Quarter Drop (FQD) may be granted by a student’s registration team if the student is unable to complete or withdraw from course(s) because of extenuating circumstances beyond a student’s control.
GENERAL GRADUATION REQUIREMENTS

GRADUATION – BACCALAUREATE LEVEL
FILING AN APPLICATION

A UW Bothell student must work with the program office to complete application for graduation. The student should file three quarters before the expected date of graduation. The absolute deadline for filing an application is Friday of the third week of the quarter in which the student intends to graduate.

Because degrees are not automatically awarded when requirements have been satisfied, it is the student’s responsibility to apply for a degree and/or certificate. The student’s application and any supporting documents are submitted at the appointment with the program office.

Once the application is submitted by the program adviser, the student will receive an email to confirm their intent to graduate. Confirmation is required to complete the application process to graduate. If a problem arises, the UW Bothell Registrar’s Office, or the program office, will notify the student. Program advisers should notify the UW Bothell Registrar’s Office if a course listed on the graduation application is substituted. If an applicant is ineligible to graduate because of a deficiency, the UW Bothell Registrar’s Office will notify the student.

GRADUATING SENIOR PRIORITY

Graduating seniors or post-baccalaureate students may qualify for early registration for the upcoming quarter(s). To qualify, the student must file a graduation application no later than the third Friday of the quarter before they plan to graduate.

Students who qualify will receive Graduating Senior Priority status for no more than two quarters prior to graduation. If graduation is postponed, the student may postpone their priority quarter. When Graduating Senior Priority has been used for two quarters, the student will revert to regular senior priority.

REQUIREMENTS FOR A BACCALAUREATE DEGREE

To graduate, a student must meet University requirements; college, school, or campus requirements; and department or program requirements.

SCHOLASTIC STANDARDS REQUIRED

To be eligible for the baccalaureate degree, a student must earn a cumulative grade-point average of at least 2.00 for all work done in residence at the University. The graduation grade-point average is computed when the student has completed all work for the degree and includes only credits earned while in residence at the University.

CREDITS REQUIRED

To be eligible for graduation from the University, with the baccalaureate degree, a student must offer a minimum of 180 academic credits and satisfy all other specific requirements. The UW Bothell has established minimum general education requirements for baccalaureate degrees. These minimum requirements are:

- English Composition – 5 credits (A grade of 2.0 is required)
- Additional Writing – 10 credits (A grade of 2.0 is required)
- QSR (Quantitative and Statistical Reasoning) – 5 credits
- NW (Natural World) – 15 credits
- VLPA (Visual, Literary, and Performing Arts) – 15 credits
- I & S (Individual and Society) – 15 credits
- Diversity of Human Experience – 3 credits (can overlap with general education requirements above)*

* Diversity Requirement – courses which focus on the sociocultural, political, and economic diversity of human experience to help students develop an understanding of the complexities of living in increasingly diverse and interconnected societies.

Each UW Bothell program has established requirements that meet or exceed these minimum requirements.

LIMITATION ON ROTC CREDITS

Credits earned in first- and second-year military training courses cannot be counted in the basic 180 credits required for graduation.

FINAL-YEAR RESIDENCE REQUIREMENT

To be recommended for a first, or subsequent, baccalaureate degree, a student must complete 45 of their final 60 credits as a matriculated student in residence at the campus of the University where the degree is being earned. The granting of exceptions to this rule is the responsibility of the dean of the school, college, or campus awarding the degree. If an exception is granted, the student still must present a minimum of 45 credits taken in residence as a matriculated student to be awarded a UW degree.

In general, a student graduates under the requirements of the current catalog. However, a student may fulfill graduation requirements noted in the catalog in effect at the time they entered the school or college from which they are to graduate, provided that (1) not more than 10 years have elapsed since the student’s entry, and (2) the school, college or campus, and department or program agree that the student may graduate under the earlier requirements.
TWO MAJORS OR TWO DEGREES

SECOND BACCALAUREATE DEGREE
A second baccalaureate degree may be granted, but a student must earn a minimum of 45 credits beyond the number required for the first degree. These credits usually must be earned in residence, with the granting of exceptions to the residency rule being the responsibility of the college, school, or campus awarding the degree. The student must achieve no less than a 2.00 cumulative grade-point average in the credits required for the second degree.

DEGREES WITH TWO MAJORS
The student’s application for a baccalaureate degree, with two majors at the UW Bothell, must show both majors and be approved by the academic advisers of both departments or programs. Both majors appear on the student’s transcript.

TWO BACCALAUREATE DEGREES CONCURRENTLY
Two baccalaureate degrees, associated with different majors at the UW Bothell, may be granted at the same time. The total number of academic credits earned must reach a minimum of 45 credits in excess of the number required for the first baccalaureate degree. Students are not allowed to complete a DOUBLE DEGREE when the two majors both lead to the same degree.

GRADUATION WITH HONORS
Baccalaureate honors are awarded upon graduation to undergraduates earning their first bachelor’s degree with at least 90 UW credits, of which at least 60 are numerically graded. Correspondence credits do not count as UW credits.

In addition, students who have earned quarterly and/or Annual Dean’s List recognition do not necessarily qualify for baccalaureate honors.

All graduates earning baccalaureate honors are given a gold honor cord to wear in the Commencement ceremony. For students graduating in spring and summer, the honors listed in the commencement program, as well as honor cord distribution, are based upon a student’s cumulative GPA as of the winter quarter, since spring and summer grades are not available for this determination. Spring and summer classes are ultimately included in the credit totals and GPA calculations for honors are posted to the student’s final record.

Faculty honors are awarded upon graduation to undergraduates earning their first bachelor’s degree and ranked in the top 10% of their respective program. Undergraduates must earn a minimum of 70 graded credits at UW Bothell with the exception of BSN students, who must earn a minimum of 43 graded credits. Undergraduates qualified for baccalaureate honors are not eligible to receive faculty honors.

The GPAs for faculty honors are determined each year for the following year (autumn through summer) by the UW Bothell Registrar’s Office, based on statistics for the current year. The GPA cutoffs may be different for each of the degree programs.

All graduates earning faculty honors are given a purple honor cord to wear in the Commencement ceremony and the honor is listed in the commencement program. Honor cord distribution is based upon a student’s cumulative GPA as of the winter quarter, since spring and summer quarter grades are not available for this determination. However, spring and summer classes are ultimately included in the credit totals and GPA calculations for honors are posted to the student’s final record.

COMMENCEMENT
Formal commencement exercises are conducted at the close of Spring Quarter. During March of each year, commencement information is sent to each student entitled to participate the following June (i.e., those who graduate the previous December or March and those who anticipate graduating in the current June and August).

DIPLOMA DISTRIBUTION
Diplomas are available 2-3 months after the end of the quarter in which they are earned. The diploma is mailed to the permanent address on file with the Office of the Registrar.

Did You Know?
Disability Resources for Students (DRS) works with students with a wide range of disabilities such as health related/physical, learning and psychological disabilities, traumatic brain injuries, and many more. Students who feel that their success might be impacted by these conditions are welcome and encouraged to speak with DRS for academic accommodations.
REGISTRATION WALKTHROUGH

Registration takes place online through your MyUW Account at my.uw.edu. You can also access your MyUW by visiting uwb.edu and selecting the MyUW icon on the top right corner of the page, then select login with your UW NetID. After you enter your UW NetID and password, it will bring you to the MyUW front-page. Scroll down to the bottom and click on Academic Resources, then Registration.

WHAT STEPS MUST I TAKE BEFORE I CAN REGISTER FOR CLASSES?

*You must complete the pre-registration steps every quarter.

Included in this are:

• UPASS Registration
• ASUWB Registration (Ability to vote in elections)
• Address Information
• Optional Insurance (for students on an F-1 visa only)

Did You Know?

The University of Washington Bothell offers classes in Bellevue and Everett.

NAVIGATING THE TIME SCHEDULE

A variety of codes are used to provide additional course information:

D – Distance learning (51% or more of the course instruction for this course is through some mode of distance learning)
H – Honors section
J – Jointly offered course (Select the SLN to see Joint Curriculum)
R – Research
S – Service learning
W – Writing section
% – New course – This course has been added to the General Catalog within this academic year.
# – This course is not eligible for some or all types of Financial Aid. Select course SLN for more details.
SLN – Schedule Line Number
- > – Add code required
Restr – Indicates there are Class, Major, or College requirements that restrict registration into this section.
REGISTRATION AT UW BOTHELL

START HERE:
Registration takes place online and can be accessed through your MyUW account. You can access it by going to uwb.edu and selecting the MyUW icon on the top right corner of the page.

After you enter in your UW NetID and password it will bring you to your MyUW page. From here, scroll down to the bottom of the page and click on Academic Resources, then Registration.

WHAT STEPS MUST I TAKE BEFORE I CAN REGISTER FOR CLASSES?
You must complete the pre-registration steps each quarter. This is a series of questions and information that you must update quarterly.

Included in this are:
- UPASS Registration
- ASUWB Registration (Ability to vote in elections)

I AM ON THE REGISTRATION PAGE, NOW WHAT DO I DO?
From the main registration page, you can go to the right column and click on time schedule. From here you can search for classes!

Here is a list of what some of the time schedule abbreviations are:
- SLN: The schedule line number. This is the specific course identification number you will use to register for classes. You can also click on this number to find more information about a class.
- NW: Natural World Area of Knowledge
- VLPA: Visual, Literary, and Performing Arts Area of Knowledge
- I&S: Individuals and Society Area of Knowledge
- W: Writing intensive course
- >: Add code required
- Restr: Restricted Course, meaning there are pre-requisites indicates there are Class, Major, or College requirements that restrict registration into this section.

WHAT DO I DO IF THE COURSE I WANT IS FULL?
UW Bothell does not have a waitlist system, but in the event that the class you are trying to register for is full, you can subscribe to seat availability notifications. The system will notify you if a seat opens up in the course, allowing you to then register for the course. Please note that this does not guarantee your spot in the course.

NOTE: New students may have holds on their accounts for various reasons. If you have a hold, contact the Office of the Registrar:
Contact Information: Phone: 425.352.5240 Email: uwbreg@uw.edu Fax: 425.352.5455
Visit uwb.edu/premajor/advising/major-worksheets for planning worksheets for specific majors.
TUITION AND FEES
The cost of a student’s education at the University varies with individual circumstances. The amount charged for tuition and fees is set by the state and is indexed to the cost of instruction. Since inflation increases costs generally, the tuition and fee rates also increase each year. Consequently, accurate tuition charges for future quarters cannot be provided here. Since University costs are supported by state taxes, the rates charged to students who are not residents of Washington State are higher than the rates for residents.

The Office of Student Financial Aid estimates the amount of money that students in different family situations need to meet living expenses and to pay for school. To obtain an estimate of the costs of attending the University of Washington Bothell for one academic year (autumn, winter, and spring quarters), please visit our web site at: www.uwb.edu/tuition.

TECHNOLOGY FEE
The Student Technology Fee was established to help supplement the availability of technology to UWB students and to provide opportunities for innovative facilities and projects that require capital investment. Each year, the STF Committee solicits a variety of student technology proposals for projects that meet the demonstrated technology needs of students and allow them to further their education and research goals. Part-time students, (those paying less than full-time tuition) are charged on a prorated basis. The fee of $42 per quarter, except summer, will be included on the Quarterly Tuition billing. For a full listing of awards or to apply, visit our website at: www.uwb.edu/studentaffairs/stfc.

SERVICES AND ACTIVITIES FEE
Services and Activities Fees are derived from a portion of students’ quarterly tuition and are mandated by state law to be spent on student activities and programs. The money is allocated by a committee of students appointed by the Chancellor. Funded programs include (but are not limited to) student government, clubs and organizations, recreation programs, and the Activities and Recreation Center. For a full listing of awards or to apply, visit our website at www.uwb.edu/studentaffairs/safc.

SPECIAL COURSE AND LABORATORY FEES
Some courses have extraordinary expenses associated with them, and, in such cases, the University may charge additional fees in amounts that approximate the added instructional or laboratory costs.

FEE PAYMENT
An obligation to pay tuition and fees in United States dollars is incurred when a student registers for classes. A fee statement is sent to the student’s email address on file in the Office of the Registrar.

The tuition due date is always the third Friday of the quarter. Payments must be received by the Bothell Cashier’s Office no later than the tuition due date. If you do not pay your tuition and fees by the due date, you will be assessed a late payment charge based on the amount of your outstanding balance. For past due balances of $250 and above, the late fee is $120. For balances between $50 - $249.99, the late fee is $50. There is no late payment charge for balances under $50.

You may petition the late payment charge through the Office of the Registrar if you feel this fee was charged in error. Your petition will be approved or denied based on the circumstances.

Did You Know?
The University of Washington Bothell is home to almost 200 veterans from every branch of the military.
If you have not paid your outstanding balance by the end of the late payment period, a hold will be placed on your academic records. Unpaid balances will be forwarded to collections after the conclusion of the quarter.

When the payment is not in conformance with the tuition and fee billing, specific instructions on how the payment is to be applied must accompany the payment. In the absence of instructions, the University makes a reasoned interpretation of the student’s intent and accounts for the funds accordingly. The student number must be specified on all payments.

MAILING PAYMENTS
You may mail your payments directly to the UW Bothell Cashier’s Office. Write your student number on your check. If your name is not printed on the check, please write your name on the check so your tuition account will be properly credited.

Please do not mail contracts, authorizations, vouchers, or sponsor payments in the tuition remittance envelope. These documents should be sent directly to the UW Seattle Student Fiscal Services Office.

Payments must be received by Student Fiscal Services, or the Bothell Cashier’s Office, by the tuition due date. Payments received after the due date will be subject to late charges and/or holds on your academic records.

PAYING BY WEB CHECK
(ALSO KNOWN AS ONLINE BANK PAYMENT)
Tuition and related charges may be paid online from your checking or savings account. A web check payment results in an electronic debit of your bank account and cannot be set up in advance for future dates. The payment is credited to your student account as soon as the transaction information is submitted. The transaction may take 10 days to show on your bank statement.

Before making a payment verify your account and routing number and verify that your bank allows electronic debiting of your account.

Payments may be returned by banks for many reasons including:
• lack of sufficient funds
• the use of an incorrect or invalid bank routing or account number
• the account has been closed or frozen
• the account is a non-transaction account
• the bank does not participate in automated clearing house (ACH) transactions

If your bank returns your payment as unpaid for any reason, you will be charged a $25 return item fee, late payment fees if applicable, and have administrative holds placed on your registration and transcripts. Student Fiscal Services reserves the right to disable the ability to use web check due to returned items.

Info needed for web check payment:
• UW student ID
• bank routing number (valid routing numbers begin with the first two digits of 01-12, 21-32, or 61-72)
• bank account number

Web Check payment logins:
Students login from the Tuition Charge Statement on MyUW.
Parents and other authorized users use the online tuition statement from the authorized users page.

PAYING BY CREDIT CARD (INTERNET ONLY)
Credit cards (Visa and Mastercard) and ATM / Debit cards may be used to pay tuition and fees over the Internet. The University works with an external vendor to process payments. The service is available online 24 hours a day, 7 days a week and a convenience fee is assessed for each transaction.

In order to provide the convenience of an online payment portal, a Convenience Fee will be charged for the use of the online payment system. This Fee will be added to your total payment and is Non-Refundable. The Convenience Fee will be displayed prior to completion of the transaction and the charge for the Convenience Fee will be included in the total transaction posted to your credit card statement. Your completion of the transaction acknowledges your acceptance of these payment terms. Completion of your payment transaction is contingent upon successful authorization and payment of this transaction by your card company/bank.

Credit card payment logins:
Students login at MyUW and select the Credit Card Payment option.
Parents and other authorized users go directly to the Tuition / Fees Payment by Credit Card web page.

Did You Know?
The Outdoor Wellness Leaders (OWLs) offers Wetland Wildlife Explorations a chance to explore the campus wetlands once a month on weekends.
PAYING IN PERSON
You may pay your tuition in person at the UW Bothell Cashier’s Office. You may pay by cash, check or money order.

DROP BOX
You may place your payment in the drop box located in UW1, outside the Student Success Center and UW2-Lobby. Be sure to write your student number on your check. Please use an envelope if you are using the drop box.
Payments deposited in the drop boxes by 3:00 PM will post to your account the same day. Payments deposited after 3:00 PM will post the following day. Please do not include cash when using the drop box.

PARKING
Payment for parking at UW Bothell is required 24/7 and is payable in advance at the pay stations. Quarterly parking permits for faculty/staff/students are available. The U-PASS is your ticket to ride Metro, Community Transit, and Sound Transit service anytime, anywhere. U-PASSs are also available after the 7th day of the quarter at the Cashier’s Office. Students sign up for the U-PASS when registering for classes. There are also daily parking permits available for sale for anyone who wishes to purchase them. They come in packs of 10 daily parking permits, these daily permits allow in and out privileges. For more information visit www.uwb.edu/facility/commuter-services/parking.

*Parking rates subject to change.

LATE REGISTRATION
A late registration service charge of $25 is assessed if a student is granted permission to register after the last scheduled day of Period II registration and through the 10th day. Students registering after the 10th day pay a $75 late registration fee.

CHANGE OF REGISTRATION FEE
A charge of $20 is made for any number of add and/or drop transactions processed during a given day beginning the second week of the quarter.

TRANSCRIPT FEE
A charge of $9, payable in advance at the Bothell Cashier’s Office, is required for each transcript. Each transcript will include all course work taken at the University of Washington, with indication of the campus where the credits were earned. Please contact the Office of the Registrar for ordering information.

CANCELLATION OF TUITION
Registered students must pay full tuition and fees. Tuition may be canceled or reduced if a student makes an official withdrawal or drops a course during the period specified by state statute. Refunds are given when a cancellation or reduction results in an overpayment.

FEE FORFEITURE
A student who does not completely withdraw, but who is dropping one or more courses, may be eligible for lower tuition, depending on the total number of credits remaining, after the course drop, and on the time period when the drop was made. Tuition for students making a course drop on or before the seventh class day is determined by the total credits remaining. Tuition for students making a course drop after the seventh class day, through the 30th calendar day of the quarter, is computed on the total credits remaining, plus one-half the difference between the old tuition and the new tuition. There is no cancellation or reduction in tuition for courses dropped after the 30th calendar day of the quarter.

FEE REFUND
When a fee payment is made by check, a waiting period is required before a refund can be authorized. An application for refund may be refused, unless it is made during the quarter in which the fees apply. A student who withdraws for disciplinary reasons forfeits all rights to refund or cancellation of any portion of their fees.

RESIDENCE CLASSIFICATION REQUIREMENT
Residence classification information is available in the Office of the Registrar.

VETERANS AND DEPENDENTS OF VETERANS
Information on educational benefits and special exemption programs for veterans and their dependents is available in the Veterans Services Office. Veterans and members of the armed forces who apply for admission to any campus of the University are subject to the same minimum requirements, as are regular students, and are expected to enroll in accordance with University requirements.

Did You Know?
The Quantitative Skills Center offers free drop-in tutoring for any quantitative subject, and has access to mathematical technology.
FINANCIAL OBLIGATIONS

The comptroller is authorized to place a hold (administrative) on the records of any student who fails to pay amounts due to the University. Until this hold is cleared, the University (1) does not release the student’s record or any information based on the record, (2) does not prepare transcripts or certified statements, and (3) denies registration as well as graduation from the University. In cases of serious financial delinquency, the comptroller, with the consent of the Registrar, may order that a student’s registration be canceled and that privileges of attendance be withdrawn. Tuition and fees not paid by the end of the academic quarter are subject to an interest charge of 1 percent per month or a fraction thereof (12 percent APR), beginning the month following the end of the quarter.

An administrative hold or cancellation also may occur when a student has not complied with other University rules, procedures, or obligations. The hold may be placed on the student’s record by the authorized University office responsible for enforcement of the rule, procedure, or obligation involved. The student is not permitted to register for any subsequent quarter, or to obtain a transcript of their record, or a certified statement, except on the written release of the office that placed the hold.

TUITION EXEMPTIONS

The University of Washington Tuition Exemption Program, established under the authority of RCW 28B.15.558, enables University of Washington employees and State of Washington employees who have been admitted to the University of Washington, to have tuition waived for up to six credits when enrollment is on a “space-available” basis. The Tuition Exemption Program is available at the University of Washington Seattle, Bothell, and Tacoma campuses. Those who enroll at the UW on a “space-available” basis for more than six credits will receive the tuition waiver for the first six credits and will pay a per credit charge for the credits taken over six.

For more information please visit uwb.edu/registration/exempt.

FINANCIAL AID

The UW administers many federal, state, and institutional financial aid programs to help students pay for their education. There are four basic types of aid: grants, scholarships, loans, and work study. Grants and scholarships do not have to be repaid. Loans must be repaid after graduation or withdrawal from school. The work study program gives students a chance to work part-time, either on or off campus. A Financial Aid Counselor is available on site at the UW Bothell campus to assist with a students’ financial aid questions.

WHAT IS FINANCIAL NEED?

For most aid programs, financial need is defined as the difference between what it costs to attend school and what the student can afford to pay.

\[
\text{Financial Need/Maximum Eligibility} = \text{Cost (Student's Budget)} - \text{Student's Resources}
\]

The amount a student should be able to pay is determined by a standard, federally mandated need-analysis methodology. The methodology establishes whether a student is financially dependent on their parents and, if so, what the family should be able to contribute. It also takes into account the family size, number in college, total income is from two years prior. (e.g. students entering the 2022-2023 academic year, income from 2020 is used), a percentage of net assets, and all other resources. There is no income cutoff or other simple method of determining whether a student will qualify for need-based financial aid. Any student who thinks they need help should apply.

Our office will review and may recalculate your expected family contribution. Recalculation may include available income or assets not considered by the initial federal calculation, but that represent a more realistic amount that your family can pay for your education. If a student/parent has unusual expenses not covered by the standard cost of attendance (such as medical or dental expenses not paid by insurance), the student may request a revision from the Financial Aid office. If a student/parent has a change in their financial situation while in school, the student should notify the Financial Aid office to request a re-evaluation of their eligibility.

APPLICATIONS AND DEADLINES

To receive financial aid you must meet all eligibility Criteria as defined by Federal, State and institutional rules. The Free Application for Federal Student Aid (FAFSA) is the basic application for financial aid. The application is available on-line at studentaid.gov, www.studentaid.gov/h/apply-for-aid/fafsa beginning October 1st. The annual deadline for priority consideration is January 15th and applies to all quarters of the upcoming academic year. This date refers to the receipt date of the FAFSA whether mailed or electronically transmitted. It does not refer to the date the student mails or transmits the FAFSA.

Did You Know?

The Open Learning Lab offers free tutoring in media production software for students and staff such as Canvas, iMovie, Photoshop and more!
The Financial Aid office recommends that students complete the FAFSA by January 1st to ensure delivery to the federal processor. You must list the University of Washington (federal code #003798) as one of the colleges to receive the results of your FAFSA. Please note that all three campuses use the same school code. There is no separate code for the Bothell branch. If your FAFSA is received after Jan. 15, you will be considered a late applicant and are only considered for limited types of aid. Students must reapply every academic year.

Students who apply for financial aid should remember to keep copies of financial documents used in completing their FAFSA, should stay in touch with the financial aid counselor, and should notify the Financial Aid office of any change which may impact their award.

ELIGIBILITY FOR FINANCIAL AID
To qualify for aid an applicant must:
1. Be a U.S. citizen, permanent resident, or other eligible non-citizen;
2. Be admitted to the University in a degree program (correspondence and most non-matriculated students are not eligible for student aid);
3. Not be delinquent or in default on a previous student loan or owe a repayment on a federal grant;
4. Provide financial information;
5. Maintain satisfactory progress in a course of study.

DIRECT DEPOSIT TRANSFER
If you receive loans, scholarships and/or grants, you are expected to sign up for Direct Deposit. You may do this on MyUW, Student Personal Services, Direct Deposit Transfer. You must set up your direct deposit account at least 5 days before aid can be deposited to your bank account.

To sign up for Direct Deposit, you will need your:
• UW NetID and password
• bank routing number
• bank account number

Your tuition and most other charges will be deducted from your financial aid before any money is deposited to your bank account. In most cases, the excess funds will be available in your bank account before the first day of the quarter. You may view your Tuition Statement on MyUW to verify the availability of your aid.

Direct Deposit is a safe and efficient method of having your funds deposited to your bank account. You may use any financial institution within the United States that participates in the Automated Clearing House (ACH).

SCHOLARSHIPS
Students enrolled, or planning to enroll, at the UW Bothell may be eligible to apply for scholarships. There are many sources of information for scholarships and other funding opportunities. Many of these resources are designed to help students identify which scholarships best match their qualifications. Each student must research the scholarships available and find those that best match their skills, experience, interests, and goals.

To find out more information about researching and applying for UW Bothell campus and other outside scholarship opportunities at www.uwb.edu/financial-aid/scholarships.

Did You Know?
The University of Washington Bothell MATCH Program serves first generation and/or low-income students who are college bound and helps guide them through the rigorous processes of admissions, financial aid, and standardized test preparation.
STUDENT SERVICES

ACADEMIC ADVISING SERVICES
Pre-major students are advised by the Pre-Major Office. The Pre-Major staff is located in the Student Success Center. To contact a Pre-Major advisor for help or information, address inquiries to uwbadvis@uw.edu or call 425.352.3427. Appointments are available Monday through Friday and students may schedule an advising appointment at www.uwb.edu/premajor/advising/appointments

Students are encouraged to be proactive in working with advisors. Planning an academic road map is essential to academic success. See an advisor early and check UW email accounts daily for important information regarding academic options and upcoming deadlines.

CASHIER OFFICE
Husky Hall main lobby
425.352.3246
uwbcash@uw.edu
www.uwb.edu/finance/campus-cashier
Please visit our website for office days and hours.

EXAMPLES OF ITEMS TO PAY FOR AT THE CASHIER’S OFFICE:
Cash (up to $500 only), checks, credit cards (VISA, Mastercard, AMEX, Discovery, Apple Pay, and Google Pay) are accepted at the Cashier’s Office.

- Tuition
- Parking permits – also payable online at bothellcampus.nupark.com/v2/
- Parking citations – also payable online at bothellcampus.nupark.com/v2/
- Bike lockers – deposit and rental fee
- Event Tickets
- Discounted movie tickets
- Events sponsored by the Campus Events Board
- Student testing fees
- Out of state study seminars
- U-PASS activation only after the 7th day of the quarter

PAYING TUITION
- Pay in full by the 3rd Friday of the quarter
- Cash payments are limited to $500.00 only.
- Credit or Debit cards are not accepted for tuition payments at the Cashier’s Office.

CAMPUS SAFETY
LB2-005
425.352.5359
uwb-safety@uw.edu
www.uwb.edu/safety/

The mission of the UW Bothell Campus Safety Department is to promote a safe and secure learning, living, and working environment for our students, faculty, and staff in a diverse campus community that encompasses two colleges. The emphasis is to keep our students and campus community safe and secure by means of a community-friendly approach that enhances safety through the visibility of our security personnel, preventative patrols, positive conflict resolution, crime prevention and awareness forums. Campus Safety collaborates with local law enforcement, fire agencies, and medical aid in fulfilling its mission. Most importantly, we want our students to have an exciting, fulfilling and rewarding college experience. The Campus Safety Office is located in the LB2 building street level on Campus Way NE. Our dispatch center operates 24 hours, 7 days a week to provide a safe and secure environment for our community. More information can be found at www.uwb.edu/safety.
The University of Washington Bothell believes a student body rich in diversity—culturally, socially, and economically—significantly contributes to a dynamic and vibrant learning community for all students. International students contribute global perspectives in our classrooms and on our campus, which promotes the University’s commitment to fostering a community of global learners.

The Center for International Education (CIE) provides wrap-around services to international students on F-1 visas throughout their time at UW Bothell, including immigration advice, cultural programming and resources to navigate the campus and Bothell community.

UW Bothell Information Technology (IT) is here to support you with your educational technology needs to be a successful learner. UW Bothell IT can help you learn more about:

- connecting and collaborating from anywhere
- how to access free or reduced cost software
- equipment available for check out at no additional cost
- supported computer labs across campus

For more information regarding technology resources available to UW Bothell students, visit the UW Bothell IT website: uwbit@uw.edu

The library serves students, faculty and staff of the UW Bothell and Cascadia College, and is part of the UW libraries system.

Librarians can help you focus your topic, use a research database, effectively search the Internet, and evaluate information:

- Email or chat online, 24/7: library.uwb.edu/askus
- Drop by the Research Help Desk on the 1st floor
- Make an appointment with a subject librarian: library.uwb.edu/librarians

Research databases with full text articles from scholarly journals, magazines and newspapers
- Ebooks and online subject encyclopedias
- Laptop checkout for students, printing, and technology assistance
- Streaming videos, DVDs, and video games
- Print books, including Recreational Reading and Graphic Novel collections
- Visit Course Reserves for information on how to search for physical and electronic textbooks and films: library.uwb.edu/reserves/physical_reserves

Visit our subject guides for resources on your topic: guides.lib.uw.edu/bothell

Use your UW NetID to log on to your library account, request materials from other libraries, renew items that you have checked out, and access research databases from off campus.
INDIVIDUAL AND GROUP STUDY SPACE

- 80+ computers; wireless access available
- Quiet study and silent Reading Room on the 3rd floor
- Group study areas on the 1st and 2nd floors
- Media viewing and listening stations on the 2nd floor
- Study rooms on the 2nd & 3rd floors include:
  - Group Study Rooms with large flat screen monitors and whiteboards.
  - Media Rooms with computers and projectors.
  - Two individual Study Rooms.

Students can reserve study rooms online!
guides.lib.uw.edu/bothell/students/rooms
library.uwb.edu/policies/zones

HOURS: ACADEMIC YEAR

Monday-Thursday, 8am-10pm
Friday, 8am-5pm
Saturday, 9am-5pm
Sunday, 12pm-8pm

* Hours are subject to change. Please check the website for current hours information, including holiday and interim library.uwb.edu/hours
* For more Information:
guides.lib.uw.edu/bothell/students/bothell

OFFICE OF ALUMNI ENGAGEMENT

425-352-3614
uwbalumn@uw.edu
www.uwb.edu/alumni/

Welcome to the UW Bothell alumni community! Soon you’ll join a group of UW Bothell alumni that is more than 25,000 strong. As a UW Bothell graduate, you will have access to a wealth of services and programs—offered by your academic program or cohort, the UW Bothell Alumni Engagement and Career Services offices, as well as benefits extended to UW alumni across all three campuses. There are more than 600K+ University of Washington alumni and over 25,000 from UW Bothell alone; you’re in a community with people located all over the world!

UW ALUMNI ASSOCIATION

As a UW Bothell graduate, you are eligible for membership in the UW Alumni Association (UWAA) – one of the largest alumni associations in the country with a network of over 60,000 members. As a student you’ll benefit as the UW Bothell Alumni Council (UWBAC) and UWAA team up to deliver a variety of programs, events and services for students to help make your first few years as a Husky as fulfilling as possible.

BOTHELL HUSKY LANDING

In addition to the great resources provided to students by the UW Bothell Career Center, UWAA Career Services can hook you up with alumni and friends of the University across the globe to help you navigate your way toward a great career. As a UW Bothell student, you can take advantage of:

MONEY!

Going to college isn’t cheap. The UWBAC & UWAA can help you with everything from tuition to life’s little essentials. Because you are a student you are eligible for:

- A range of scholarships from UWAA and UWBAC that are awarded annually through the financial aid offices in Bothell and Seattle.
- Free LinkedIn photo booth to enhance your online professional profile.

MUCH MORE

- UWAA and the UWBAC sponsor numerous activities and events every year — with most open to both students and alumni. Find out about the latest activities and offerings at: www.uwb.edu/alumni/events

EVENTS

Husky 5K
Lend-A-Paw
IAS Mentor Chats
Husky Football viewing parties
Fill Your Cup

UW BOTHELL ALUMNI COUNCIL

The UW Bothell Alumni Council (UWBAC) is the official alumni volunteer board of UW Bothell. With graduates representing each of the academic programs sitting on numerous committees, the Council strives to find ways for alumni and students to engage in activities that make the UW Bothell experience unique, engaging and fulfilling. To ensure students and alumni are connecting in ways that are meaningful and valuable to both, we invite two students each year to sit on the Council.

Join Us! Contact Tiffany Kirk in the Office of Alumni Engagement at tdk6@uw.edu to inquire about open positions or to find out how you can get involved.
IT DIGITAL LEARNING
The Open Learning Lab in UW2-140 houses 14 Windows PCs as well as 18 Apple iMacs with the common classroom & digital media software. The Open Learning Lab is open for use on a walk-in basis during regular building hours and also supports fee-based laser printing via the network. Our on-site lab support is available to guide students, faculty, and staff on digital media-related projects and canvas/ePortfolio support during support hours. During all other hours, people needing technical assistance email uwbdli@uw.edu

To view current lab/support hours, please visit our Digital Media Services website at www.uwb.edu/digital-learning/digital-media

STUDENT SUCCESS CENTER
The Student Success Center (SSC), located on the main floor of UW1, is a primary place on campus for student services.

Professional and student staff in the SSC serve UWB students by connecting them to answers, programs, resources, and support across campus to enhance students’ learning. The SSC houses Pre-Major Academic Advising, Career Services, Global Initiatives, Community Based Learning and Research (CBLR), and the Diversity Center. The staff in the SSC can also connect you to services across campus including the Counseling Center, tutoring centers, library, Orientation and Transition Programs, and resources in the Activities and Recreation Center. If you are looking for services and support and a place to connect, start here, say hi at the Welcome Desk!

QUANTITATIVE SKILLS CENTER
UW2—030
425.352.3170
uwbqsc@uw.edu
www.uwb.edu/qsc

The Quantitative Skills Center promotes and supports quantitative reasoning throughout campus. The QSC offers drop-in and online tutoring for any subject that uses numbers: business, computer science, engineering, math, science, statistics, etc. We also assist students, faculty, and staff with certain quantitative software such as SPSS, MS Excel, and MatLab, and offer faculty-sponsored workshops and classroom instruction.

Peer tutors assist students with understanding quantitative concepts through questions and discussion with the goal of enhancing students’ independent learning processes and increasing confidence in quantitative material.

Each tutor specializes in different subjects. We recommend checking our online schedule to see if there’s a tutor available for your subject during your chosen time:
www.uwb.edu/qsc/schedule.

Please feel free to contact us in person, by phone, or email, or visit our website for more information.

THE WRITING AND COMMUNICATION CENTER
UW2—030
425.352.5253
uwbwacc@uw.edu
www.uwb.edu/wacc/

The Writing and Communication Center supports UW Bothell students with all aspects of the reading, writing, and communication process from understanding assignments and course readings, to brainstorming a topic, to revising and fine-tuning drafts. Our goal is to help students become stronger, more confident writers, readers, and communicators.

Peer consultants point out sections that work well, identify areas for improvement, and suggest strategies for revision. Rather than editing papers, we help students develop their own abilities to write, revise, and edit their work.

Students who are unable to visit the Writing and Communication Center, or who are more comfortable contacting us online, can send their work via email to our online conference service.

We also offer phone and video (Zoom) conferences, in which students can review their work with a peer consultant off campus.

We hire students! Assist your peers in all aspects of the reading, writing, and communication process and receive ongoing training in writing and tutoring pedagogy and practice. Qualified applicants have a passion for helping others and excellent communication and interpersonal skills.

To schedule a face to face conference, or a phone conference, call 425.352.5253 or go to www.uwb.edu/wacc.

To submit your paper online, go to www.uwb.edu/wacc/services/online.
CONNECTED LEARNING
Truly House with some advising in UW1-160
uwbocl@uw.edu
www.uwb.edu/ocl

The Office of Connected Learning is committed to access and success for all students by promoting and supporting a range of co-curricular applied experiences that further cross-disciplinary learning, career connections, and contributions to a more just and equitable community on and off-campus. Our units - Community-Based Learning and Research, the Collaboratory, Global Initiatives, and Research and Creative Projects for Undergraduates - connect you to new skills, community, research, and the world by applying your knowledge outside of the classroom and by diving deeper into a field of your interest.

COMMUNITY-BASED LEARNING AND RESEARCH (CBLR)
Truly House
425.352.3195
uwbcblr@uw.edu
www.uwb.edu/cblr

CBLR courses are hands-on, reflective, skill-building opportunities for students to engage with campus and community projects. Through hands-on, skill-building opportunities with local and regional organizations, students apply theory to practice and develop professional experience. Student advising can be scheduled through Navigate with flexible in-person or virtual appointments, available from www.uwb.edu/cblr.

UW BOTHELL COLLABORATORY
DISC-152
uwbmake@uw.edu
www.uwb.edu/ocl/collaboratory

The UW Bothell Collaboratory is a creative and open environment that allows you to work on academic and personal projects as a team or individually. The space provides equipment, materials, and training needed for co-creating physical and/or digital prototypes, art, and other work products. Located on the first floor of Discovery Hall, the Collaboratory is a free resource for all UW Bothell students, faculty, and staff. The space is equipped with 3D printers, laser cutters, sewing machines, VR equipment, and more. Supplies like filaments, acrylic, vinyl, wood, and buttons are available to students to get started. Workshops and training are provided, visit our website at www.uwb.edu/ocl/collaboratory.

GLOBAL INITIATIVES & STUDY ABROAD
Truly House
425-352-3261
uwbworld@uw.edu
www.uwb.edu/globalinitiatives

Make your UWB experience global! Global Initiatives can connect you to in-person or virtual study abroad options. To engage more deeply with issues of identity and global engagement, join the year-long Global Scholars Program. Adding a global component to your college experience is a high-impact practice that correlates with on-time graduation and postgraduate success. Studying abroad or having a local or virtual international experience helps you develop skills that employers are looking for, such as adaptability, understanding multiple cultural perspectives, and collaborating with diverse teams.

Advising is available within the Student Success Center and virtually to help you explore global experience options. Peer study abroad advisers will be your initial contact to research available programs, assist with the application process, and identify scholarships.

Visit uwbglobal.blog to follow UWB students around the world and schedule an appointment today to begin your journey!

RESEARCH AND CREATIVE PROJECTS FOR UNDERGRADUATES
uwbur@uw.edu
www.uwb.edu/ocl/undergraduate-research

The Research and Creative Projects unit helps undergraduate students find opportunities to apply what they learn in classrooms to dive deeper into a field of their interest. All students are encouraged to participate in this high-impact practice. Doing research or having hands-on experience in creative projects boosts students’ chances for employment or enhances their placement into a robust program in a professional or graduate school. Contact our office for advising and information related to research, creative projects, or a merit-award application. Ready to dive in? Email uwbur@uw.edu with questions and check out the Opportunities Database at www.depts.washington.edu/uwbur.
TRANSPORTATION AND PARKING

U-PASS
U-PASS is a transit pass that offers convenient alternatives for commuting to campus. Once purchased, the U-PASS can be used to ride for free on any King County Metro, Community Transit, Sound Transit, Pierce Transit, Kitsap Transit, Everett Transit bus or on the Sounder Commuter Train. Your U-PASS also provides discounted prices at participating merchants.

Visit the Merchant Discount Website: www.washington.edu/commuterservices/programs/upass/merchant/index.php

The U-PASS is the best bargain around!

AM I ELIGIBLE TO PURCHASE U-PASS?
All UW Bothell students who are registered in state-funded courses are eligible to purchase a U-PASS.

HOW DO I PURCHASE A U-PASS?
You may purchase a U-PASS in the optional charges tab when you sign up for classes up until the 7th day of the quarter. After the 7th day of the quarter, email the UW Bothell Cashier’s Office at uwbcash@uw.edu. Your Husky Student ID Card is your Orca powered U-PASS.

RIDING THE BUS
Getting to campus by bus is easy with ten bus routes serving the campus with over 400 stops each weekday. Several other routes serve the nearby Bothell Park & Ride.

Go on-line to check out the routes that come directly to campus: tripplanner.kingcounty.gov/.

For more transit information, visit the campus transportation centers located in buildings UW1, UW2, Library, and CC1 or visit the Transportation Services Website: www.uwb.edu/admin/transportation/buses.

BICYCLE COMMUTERS

BICYCLE AND PEDESTRIAN ACCESS
Direct access to campus is available from the Burke-Gilman Trail and the Sammamish River Trail. Both trails provide regional connections for bicyclists and pedestrians. Regional bicycle maps are available at the Transportation Stations located in UW1 and the Commons.

COMBINING BIKING AND THE BUS
You can easily split your commute to campus between bike and bus. All area buses are equipped with easy-to-load bike racks that can accommodate two or three bikes at a time.

BIKE RACKS AND LOCKERS
Bike racks are located near the entrance of each building. Bike lockers are available at four locations (south of UW1, southwest of UW2, south of the Library Annex, north of the Library, and UWBB).

Bike lockers provide protection and security for your bike, helmet and other bike-related items. Contact the UW Bothell cashier in Husky Hall for a bike locker request form. A UW ID is required for bike locker use.

SHOWER AND Locker FACILITIES
Showers and lockers are available in the lower level of the Library Annex. Lockers are for daily use only and require a personal lock.

PARKING ON CAMPUS
WHERE DO I PARK?
Students may park in the South Parking Garage closest to UW1, UW2 or in the North Parking Garage closest to Cascadia College. Students may also park in the surface lots on NE 180th Street.

BE A GOOD NEIGHBOR
Please be respectful of our surrounding community and neighbors by not parking or traversing through the neighborhoods that border campus. This will go a long way in preserving the goodwill in the community that UW Bothell enjoys.

PARKING RATES
Parking rates are posted on the Transportation Services Website: www.uwb.edu/facility/commuter-services/parking/rates.

Did You Know?
All UW Bothell buildings were designed to complement the land’s natural beauty; they are environmentally friendly and are equipped with advanced technology for faculty and student use.
PARKING PERMIT OPTIONS

DAILY PARKING PERMIT
All parking permits can be purchased online at bothellcampus.nupark.com/v2
or at the Cashier’s Office in Husky hall.
Daily parking fee can be paid online or at pay stations at each parking location. NOTE: it is pay-by-plate, note your license plate number. All parking locations are monitored and enforced.

FULL-WEEK PARKING PERMIT
Valid seven days a week. You can choose to have a full-week permit for the quarter or for the whole academic year.

TWO-DAY PARKING PERMIT
Choose two-day combinations Monday through Sunday for which the pass is valid. Two-day permits are valid for the quarter only.

THREE-DAY PARKING PERMIT
You choose three days Monday through Sunday for which the pass is valid. Available for purchase online at bothellcampus.nupark.com/v2

MOTORCYCLE PARKING PERMIT
Valid seven days a week. Not valid for use on automobiles. Permits are available online at bothellcampus.nupark.com/v2.

CARPOOL PARKING PERMITS
Carpool permits are offered in premium spaces to encourage sharing your commute. Only one permit is issued per carpool. You are not eligible to purchase an individual permit if a carpool permit is purchased. Carpoolers must travel 4 trips a week together and have classes or work schedules within 2.5 hours of each other. Carpool permit forms must be submitted then approved.

SHORT-TERM PARKING
Short term parking is available in 15-minute or 30-minute spaces along Campus Way NE and two coin-operated meters in the surface lot near Chase House. (Citations will be given to students, faculty or staff.)

UNIVERSITY BOOK STORE
Student-founded in 1900, University Book Store is the University of Washington’s official bookstore. University Book Store is an independent, for-profit trust benefiting UW students, faculty, and staff—meaning that 100% of profits go directly back to students like you.

University Book Store partners directly with your instructors to provide the exact editions you need for your classes. We always provide students with the most affordable options—including multiple digital options. Shop for your course materials online at ubookstore.com/student.

University Book Store also carries the largest selection of officially-licensed UW apparel and spirit gear from top-selling brands like Adidas, Champion, and Tommy Bahama, as well as general reading, student supplies, and more.

JOIN THE PACK REWARDS™
The Pack Rewards is University Book Store’s free membership program for UW students like you, as well as other UW community members. Pack Rewards members get 10% off every day (with some exclusions). Join today and start saving!
The Activities & Recreation Center (ARC) is the hub of student life on campus; a place for students to gather, socialize, dine, and exercise. The ARC features three floors of student resources and amenities:

- **Lower Level:** Fitness Center, Locker Rooms, Outdoor Gear Shop, Equipment Check Out, Food Kiosk
- **First Floor:** Food Trucks, Information Desk, Health and Wellness Resource Center, Video Game Alcove, Student Leader Offices, Meeting Rooms
- **Second Floor:** Multipurpose Event and Gathering Space, Video Game Alcove, Gaming Tables, Meeting Room, Student Alcoves

More information is available online at uwb.edu/arc.

**Fitness Center**

The Fitness Center is located on the lower level of the Activities and Recreation Center (ARC) and is open to all currently enrolled UW Bothell students at no cost. The Fitness Center includes: a variety of cardio machines, free weights, and functional equipment and spaces. There are also lockers and showers for use. Students gain access to the Fitness Center by swiping their Husky Card at the Fitness Center Desk.

**Fitness Classes**

There are a number of classes offered every quarter, at no cost to participate for enrolled students. Classes are offered weekly and on a drop in basis, so students may start and end whenever they would like. Examples of classes offered include: Cycle, Full Body Strength, Dance Choreography, Yoga and more. Please visit the website for a current class schedule or contact us at arcfitness@uw.edu.

**Intramural Activities**

Intramural Activities are a variety of organized leagues, tournaments and sporting activities. These activities offer programs that promote fun and fair play. Participation in these activities includes the benefits of meeting new people, stress relief, building self-esteem and experiencing leadership opportunities. Some examples of programs offered are sport leagues, board game tournaments, video game events, capture the flag and more! To see a current calendar of events, visit the website or contact us at IMhub@uw.edu.

**Outdoor Wellness**

There are a number of opportunities for students to connect to the outdoors. UWB is in a prime location for outdoor adventures such as kayaking, hiking, camping, skiing and snowboarding, and rock climbing. Every quarter the schedule of outdoor adventures changes to fit the seasons. Make sure to check out the Outdoor Gear Shop at the Fitness Center where you can rent items such as tents, sleeping bags, snowshoes, and more! To see a current calendar of trips and gear rentals visit the website or contact us at outdoor@uw.edu.

**Sports & Recreation Complex**

An outdoor multi-purpose Sports & Recreation Complex was opened in late 2012. It is located next to the Activities & Recreation Center (ARC). The Complex includes a multi-purpose field with a synthetic grass surface, two tennis courts, a basketball court and a sand volleyball court. Intramural Activities, Club Sports and drop-in play happen daily.

**Jobs**

The ARC employs over 80 students each year as Intramural Activities Staff, Fitness Instructors, Outdoor Wellness Leaders, Information Desk, Fitness Center Desk, Facility Staff, AV Techs and Building Managers. Typically these positions are hired in the Spring, however some positions may open up during the year and need to be filled.
CAREER SERVICES
Student Success Center, UW1—160
425.352.3706
career@uw.edu
www.uwb.edu/careers
instagram.com/uwb_career

Are you needing help with your internship or job search? Need help creating a resume, cover letter or online profile? Are you considering or applying to graduate school? Or, perhaps you’re about to graduate and looking for your first career position.

Whether you know exactly where you’re going or want to explore options, Career Services is here to help you. They offer a wide range of services and events to empower Huskies to EXPLORE career interests, BUILD skills, and CONNECT with the employment community and experiential learning opportunities.

Services are available for undergraduate, graduate students and recent graduates (who have received a degree from UW Bothell in the past 3 years).

UW Bothell veterans have access to free coaching indefinitely.

CAREER FAIRS & EVENTS
Finding a job or internship means making connections with employers, alumni, and other students. Whether you are looking for employment, an internship or just want to find out more about a particular employer, Career Services offers opportunities throughout the year for you to connect with companies, non-profit organizations, graduate programs, and government agencies. Events and workshops include career fairs, employer info sessions, networking events, and more. Check the website for upcoming events: www.uwb.edu/careers/events-treks.

Did You Know?
For much of the 1900’s the campus wetlands was a cattle pasture that supported 500 head of beef cattle every year.
**CAREER ACTION GUIDE FOR STUDENTS**

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<td><strong>• Search Handshake for jobs &amp; Internships</strong></td>
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**EMPLOYERS SEEK UW BOTHELL GRADUATES FOR THEIR ACADEMIC PREPARATION AND THE FOLLOWING:**

- Relevant experiences
- Cultural humility
- Interpersonal skills
- Open to learning & growth
- Motivation & initiative
- Technical skills
- Flexibility
- Communication skills
- Teamwork skills
- Leadership
- Analytical skills
- Ethics

Students who apply themselves academically AND practice learning through internships, volunteer positions, co-curricular and on-campus opportunities, part-time jobs, experiential learning, undergraduate research, or study abroad are well prepared to take their next step - from college to career.

**Visit Career Services to explore resources and make an appointment to meet with a career coach:**

[www.uwb.edu/careers](http://www.uwb.edu/careers)

Major specific Career Preparation Maps are linked next to the degree maps for each major accessed through the meta major pages at [https://www.uwb.edu/degrees/meta-major-pathways](https://www.uwb.edu/degrees/meta-major-pathways)
CAREER PLANNING, COACHING & ADVISING
Professional coaches provide career planning support, including help with choosing a major, job & internship search strategies, networking, and career and graduate school advice.

PRE-HEALTH ADVISING
uwbprefhealth@uw.edu
www.uwb.edu/pre-health
Pre-Health Advising provides coaching for students who are pursuing careers in healthcare, including those that may require graduate programs in the areas of medical, dental, pharmacy, veterinary, and others. Services include: determining alignment with a career in health, learning how to be a competitive applicant for jobs and graduate schools along with understanding those application processes, and preparing for entrance exams where needed.

INTERVIEW PREPARATION
Preparing for an interview can help you be a competitive candidate. We offer interviewing workshops and mock in-person, phone, or virtual interviews.

JOBS & INTERNSHIPS
Handshake is University of Washington’s online job and internship database where employers post thousands of listings for full and part-time jobs and internships. Many host events and info sessions. Career Services can also direct you to valuable web resources, salary information and much more.

RESUME & COVER LETTER RESOURCES
A well-written resume and cover letter can make the difference in getting an interview. Looking for direction to get started or need a professional eye to review the one you have? Sign up for a peer or online resume review, or watch a resume workshop video. Whatever guidance you need, Career Services has the resources to help you write a compelling resume and cover letter.

COUNSELING CENTER
UW1—080
425.352.3183
www.uwb.edu/studentaffairs/counseling
College is a time of change, transition and growth. At times, students find it useful to seek the assistance of a caring professional. The Counseling Center provides confidential, short-term personal counseling to currently enrolled UW Bothell students free of charge. Our staff of professional psychologists and counselors is trained to help you discover ways to cope more effectively with problems in day-to-day living. Counselors are committed to meet the needs of individuals from diverse backgrounds and actively incorporate the personal and cultural values and experiences that reflect the diversity that each individual brings.

Students seek counseling to cope with a range of concerns including stress, anxiety, depression, relationship issues, transition and adjustment difficulties, family conflict, anger management, eating behaviors and body image concerns, sexual and physical abuse experiences, and any other concern that is affecting the student’s quality of life or academic performance on a daily basis.

To make an appointment, please call the Counseling Center or stop by the reception desk in UW1-080. We offer ongoing individual counseling as well as one-time drop-in appointments for urgent concerns. Please see our website for the most up-to-date information on hours and services as well as access to MySSP on-call counseling. For more information about our services and for self-help links and mobile Apps links related to mental health visit our website. And follow us on social media: Facebook: https://www.facebook.com/UWBCounselingCenter/ Instagram: https://www.instagram.com/uwbcounseling/

DISABILITY RESOURCES FOR STUDENTS
Division of Enrollment Management & Student Affairs, UW1-080
VOICE & RELAY: 425.352.5307
FAX: 425.352.5114
rosal@uw.edu
DRS Testing Center, UW1 071, uwbdrs@uw.edu
www.uwb.edu/studentaffairs/drs
Students with disabilities are invited and encouraged to discuss their needs with Disability Resources for Students (DRS). Documentation of the disability will be required according to the specifications of the University of Washington system before any accommodations can be arranged. We ask that students requesting services contact DRS as soon as possible prior to the beginning of the quarter. To speak with the manager of Disability Resources for Students, please stop by the reception desk in UW1—080 or call (425) 352-5307 Voice/Relay. You may also email your questions to rosal@uw.edu.

Educational accommodations are designed to meet the individual needs of the student based on their specific disability. Our goal is to fully comply with Section 504 of the Rehabilitation Act as well as the Americans with Disabilities Act.

Did You Know?
The Career Center can help students with their resume, cover letter, mock interviews, LinkedIn review, search for jobs and internships, choosing a major, graduate school advising, and more!
STUDENT DIVERSITY CENTER
UW1 – 173
425.352.5030
uwb.edu/diversity/diversity-center
Instagram: uwb_diversity

OUR MISSION
The Diversity Center advocates for and collaborates with others to support a safe and inclusive campus community where resources will promote equity and social justice for all students, advocate and support students through education, and fosters student success to marginalized and underrepresented communities at the University. The Diversity Center is by students and for students. It serves as a “hub” for coordinating student diversity, equity and inclusion efforts across campus and building community. In order to act on the Center’s mission and role, the center will provide meeting space for student clubs, organizations, or student(s) whose mission, purpose, or goals is consistent with the center’s mission and roles.

PRIMARY RULES
• Provide support, resources, advocacy, programming, and mentoring for minoritized students and those affected by systems of oppression
• Offer educational opportunities to the broader campus about minoritized identities and social justice issues both independently and through partnerships
• Advocate and support institutional transformation in policy and practice toward greater diversity, equity, and liberation.

ORIENTATION AND TRANSITION PROGRAMS
UW1—1st Level Vista Welcome Desk
425.352.5266
425.243.0584  text
otp@uw.edu
www.uwb.edu/orientation

Orientation and Transition Program facilitates student engagement and student success by educating and connecting students to resources, people, and opportunities. We do this through a variety of programs and services for first-year students, transfer students, and the parents of new students. Orientation and Transition Programs also hires a number of student leaders throughout the year. These include our Peer Coaches who are trained student-leaders who help support all first-year students transition into UWB through one-on-one coaching sessions. They’re the student-experts on campus who can help first-year students adjust socially, academically, and emotionally so they have the best college experience possible.

Orientation and Transition Programs consists of the following resources and programs:
• Advising and Orientation Program for First-Year and Transfer students
• Convocation
• Peer Coaching Program
• Husky Leadership Program
• Living Learning Communities
• New Student Networks
• Parent and Family Orientation
• Tau Sigma Honor Society (For Transfer Students)
• UW Bothell Student Planner
• Welcome Week

HEALTH AND WELLNESS RESOURCE CENTER (HAWRC)
ARC—120
425.352.5190
hawrc@uw.edu
www.uwb.edu/arc/hawrc

Is balancing life, work, and college getting in the way of your success? Are you looking for support but aren’t sure where to go? The HaWRC is a one-stop hub connecting UW Bothell and Cascadia students with on-campus and community resources to help you thrive. We are committed to advancing health equity for the UW Bothell and Cascadia College community. The HaWRC is a centralized location for in-person assistance, support, and resource connections to support holistic student wellness. Through a partnership with the United Way Benefits Hub, coaches are available to meet individually with students to provide assistance with a variety of services right at the HaWRC such as FAFSA/WASFA and scholarship assistance, healthcare insurance enrollment, food and utility assistance, reduced fare bus pass, financial coaching, homelessness prevention & housing navigation, help paying for financial emergencies and free tax preparation (January - April). The HaWRC also invites community-based organizations to provide on-campus health services directly to students, including: seasonal immunizations, sexual and reproductive health services, sexual health education, and safer sex supplies of condoms, lube, and contraceptives; health fairs and screenings; with plans to expand to other health services identified as priority needs of students. Referrals for on-line and in-person medical services and health education is also provided for a wide variety of medical needs including a 24/7 nurse consultation, establishing care with a primary healthcare provider, dental care, contraceptive counseling, learning how to use your insurance, and finding off-campus mental health services.
RESIDENTIAL LIFE AND CAMPUS HOUSING
Where a student lives is critical to the quality of the college experience. Living on campus is an opportunity for students to interact with diverse individuals, form study groups, and learn more about themselves. While Residential Life services are provided by UW Bothell, student housing at UW Bothell is owned and operated by Capstone Management. Housing is currently apartment-style living coupled with residence life programming, a vibrant community of learners, and a safe environment to facilitate student success. Phase 1 of the New Residential Village will open in spring 2023.

BENEFITS TO LIVING ON CAMPUS
• Live with your peers in an exciting and energetic community
• Fully furnished units
• Affordable rates include all utilities, basic cable, and internet.
• Extensive residence life programming (cooking classes, game nights, study groups, shopping trips and more!)
• Walking distance to downtown Bothell’s shops, restaurants, & parks
• Convenient access to major bus routes serving the greater Puget Sound area
• On-site professional and student staff and 24/7 campus security
• Financial aid support available to help with quarterly housing rates for eligible students.

For more information about the location, amenities, and rates, visit our website at www.uwb.edu/housing.

Contact information 425.352.3544 uwbreslife@uw.edu

STUDENT ENGAGEMENT & ACTIVITIES
ARC-140
uwbsea@uw.edu
www.uwb.edu/sea
uwb.presence.io

Want to get more out of your college experience? Looking to get involved on campus but don’t know where to go? Start with Student Engagement & Activities (SEA)! SEA is a department in the Division of Student Affairs that creates events and opportunities for students grounded in equity, inclusivity, community, and social justice. These include everything from dialogues on power and oppression, publishing news articles and curating radio shows, concerts and trivia nights, community scavenger hunts and carnivals, to advocating for the general student body and everything in between, there is definitely something for you!

SEA programs are created by students, for students. In addition to attending these amazing programs, you can also join the teams that bring these events to life. We hire students for on-campus jobs as well as provide mentorship and support to volunteer club leaders. Our staff will teach, train, and provide resources to help you create these meaningful experiences for the entire student body. Let’s create environments together for students to be extraordinary. Be sure to check out the SEA student organizations below to learn more about how to get involved!

ACHIEVING COMMUNITY TRANSFORMATION (ACT)
STUDENT ORGANIZATION
www.uwb.edu/cblr/act
www.facebook.com/uwbact/

Achieving Community Transformation (ACT) is a student organization supported by the Office of Community-Based Learning and Research. The ACT student leads work with community organizations to provide volunteer and civic engagement opportunities for students, such as MLK Programming and Alternative Spring Break. See page 35 under Student Engagement and Activities for more information.

CLUBS AND ORGANIZATIONS
Club involvement is a great way to connect with others while gaining experience, leadership, and skills! Whether you want to find an organization to join or create your own club, Club Council members are available to assist you. Club Council is a student leader group committed to serving clubs, providing funding, and building community at UW Bothell. Students in Club Council are consultants guiding clubs to success! Visit the Involvement & Leadership Office in ARC-130 or email uwbclubs@uw.edu to contact Club Council for more information. To view the list of current clubs or to start your involvement, visit uwb.presence.io!

The Truly house, located in the forest along 110th Avenue NE, was the home of Dick and Beverly Truly, the previous owners of the land. It was originally located on the site currently occupied by the CC1 building. It now boasts a formal rose garden.
ASUWB: ASSOCIATED STUDENTS OF THE UNIVERSITY OF WASHINGTON BOTHELL

ASUWB is UW Bothell’s student government and is advised by SEA staff. ASUWB is a liaison to the administration that advocates for UWB students. ASUWB has many opportunities to get involved through various committees and paid student leader positions, which offer terrific leadership experiences. Elections and hiring for the executive board take place every spring quarter. For more information on how to get involved with ASUWB, email asuwbtteam@uw.edu.

CAMPUS EVENTS BOARD (CEB)

Wondering what’s fun to do on campus? Want to hang out with other UWB students? Campus Events Board (CEB) has concerts, speakers, festivals, poetry, paint nights, trivia, cooking tutorials, and more where you can find community, learn something new, and get involved. The CEB student team plans many different programs and activities to make your UWB experience memorable. All CEB events are open to all students. CEB also has volunteer positions on our Street Team available for aspiring student leaders. Join the CEB VIP email list to get the updates on upcoming programs, volunteer opportunities, socials, and first dibs on our newest swag. Email uwb-ceb@uw.edu.

SOCIAL JUSTICE AND CIVIC ENGAGEMENT PROGRAMS

Social Justice and Civic Engagement Programs are a group of student-led events and initiatives which create space for dialogue, educate on social justice issues, and provide civic engagement opportunities which see students working towards change in their greater community. Our social justice and civic engagement programs work to build the campus community’s capacity to recognize, confront, and deconstruct systems of oppression and, using a Dialogue-to-Action model, promote community change.

STUDENT MEDIA

Are you an artist, journalist, or content creator? Join Clamor Literary & Arts Journal, the Husky Herald student newspaper, or UWave Radio! Students have the opportunity to gain hands-on experience in publishing, interviewing, reporting, broadcasting, podcasting, video production, photography, audio editing, and article writing. Students gain valuable experience in working with off-campus vendors, collaborating with other student groups, marketing, and hosting events throughout the year on campus. Student work that is created as part of Student Media is professionally produced, published, and circulated throughout the UW Bothell community. Visit uwb.presence.io for more information.

IN Volvement & LEADERSHIP OFFICE (ILO)

The Involvement & Leadership Office is the place to find great involvement opportunities on campus. Whether you want to join or start a club, learn about upcoming events, or find leadership opportunities, the ILO is where you should start. Student leaders from clubs and all of the above mentioned organizations operate in this open work space. The ILO is in ARC-130 next to the Info Desk on the first floor.

PRESENCE

Want to see more information on all of the above? Looking for events to attend? Trying to get the most recent student involvement news? Check out our online platform Presence at uwb.presence.io. Presence is the central hub for clubs and events at UWB! If you have any questions about Presence, please email Club Council at uwbcubs@uw.edu.

JOBS

Student Engagement & Activities employs more than 40 student leaders each year in ASUWB, Campus Events Board, Club Council, Social Justice Organizers, Student Media leads, Project Assistants, and more. Positions are usually hired in spring, but mid-year hiring is common. Email uwbsea@uw.edu for more information.

THE CARE TEAM

www.uwb.edu/studentaffairs/care-team

If you are concerned about the well-being of another student and not sure what to do, the CARE Team is here to help. The CARE Team is a private resource for UW Bothell students who may be at risk or in distress. No issue is too big or too small. Contact the team with questions or concerns. For more information, visit www.uwb.edu/studentaffairs/care-team.

VETERANS SERVICES

Division of Enrollment Management & Student Affairs, UW1—080
VOICE & RELAY: 425.352.5307
FAX: 425.352.5114
rosal@uw.edu

Please contact Veterans Services to discuss your VA educational entitlements benefits under Title 38 and Title 10, U.S Code. We are happy to answer your questions, assist you with obtaining your benefits, and provide important resources and information. To speak with the Manager of Veterans Services, please stop by the reception desk in UW1—080 or call (425) 352-5307 Voice/Relay.
INTERNET AND EMAIL

The University of Washington provides all students and staff with free access to e-mail and internet services. The Web can be used as a resource for up-to-date information regarding campus news, events, programs, class schedules, as well as providing access to your personal account and transcript information. Faculty and staff use e-mail and the Web to publish course information, assign projects and correspond with students.

MyUW is a customized Web portal site for use by students, staff, and faculty of the University of Washington. Students can register for classes, check their grades, find their student loan status, apply for short-term loans, and get online assistance all through MyUW. A UW NetID is required to access MyUW.

Your UW NetID serves as your e-mail address and as your user name for access to MyUW. The University relies on e-mail to communicate important information and reminders; it is required that you get a UW NetID as soon as you are enrolled and that you check your UW e-mail on a regular basis. UW Internet Connectivity Kits (UWICK) are available for purchase in the University Book Store and include all of the software you will need to set up your home computer for UW Internet access.

OTHER IMPORTANT INFORMATION

DOWNLOAD SOFTWARE AT REDUCED OR NO COST

Thanks to various license agreements with software vendors, the university can provide students with software at a reduced cost or even for free through the UWARE program (www.washington.edu/itconnect/wares/uware/). Through the UWARE Program, students also have free access to Microsoft Office 365 ProPlus, the online distribution of Microsoft Office for PC, Mac, iPad, and Windows and Android phones. Office 365 ProPlus includes Word, Excel, PowerPoint, OneNote, Outlook, Lync, InfoPath, and Access.

COMPUTER USE AND SOFTWARE COPYRIGHT POLICY

All faculty, staff, and students who use any computer at the University are responsible for using computer resources in an ethical and legal manner. For example, it is not appropriate to share computer accounts or use them for commercial purposes, to send unwanted e-mail, or to distribute copyrighted software, music or images. Those who do not follow the rules could lose their UW computing privileges.

More information can be found on the web at: www.washington.edu/computing/.

HEALTH INSURANCE

For information about student health insurance, please visit: www.uwb.edu/studentaffairs/health-matters/insurance
FINDING BALANCE
Balance requires a holistic approach and active upkeep of all wellness areas: Social, Spiritual, Emotional, Intellectual, Physical, Occupational, and Environmental. This may feel overwhelming, and finding balance can seem especially difficult when you’re taking on endeavors like college studies, work, and other commitments, all at the same time. Seek out the HEROs (Health Educators Reaching Out) on campus during their wellness events for more information and resources for reaching optimal health and well-being.

You can find more information about the HEROs at: www.uwb.edu/recwell

NUTRITION 101
College is a crucial time for your development of life-long habits. In addition to the coursework, college often presents challenges to healthy eating habits. The student lifestyle — complete with stress, eating on the run, studying late and the freedom to eat whatever you want — makes it tempting to overeat or choose junk foods. Prepare for this challenge with strategies that will enable you to achieve good nutrition and a healthy lifestyle along with your diploma.

On the facing page is a table labeling the six classes of essential nutrients, their function, and what types of food they can be found in. Keep these nutrients in mind next time you are making a food choice.

Did You Know?
The UW Bothell Sports and Recreation Complex is 2.5 acres and consists of a shared soccer and softball field, tennis courts, a basketball court, and a sand volleyball court.
Healthy eating does more than nourish your body – it enhances your ability to enjoy life to the fullest by improving overall wellness. Out-of-control eating can erode self-confidence and lead to depression. Listed below are tips to avoid over-eating and boost your metabolism.

- **Drink enough water throughout the day** – sometimes we feel hungry, but all we need is some water. Thirst can manifest as mild hunger.
- **Reduce the amount of coffee you have** – people usually want to eat something sweet with coffee. Instead, drink green tea and herbal teas.
- **Pay attention to the difference between hunger and boredom** or the need for a distraction. Have other non-food ways to manage stress and relax. Listen for fullness, too. Your body, when given 20 minutes after a meal or snack, knows when it has had enough.
- **Remove “low-fat” foods from your diet** – the fat is usually replaced with processed sugar and refined carbohydrates.
- **Eat a variety of whole foods** – your body will receive necessary nutrients this way.
- **Pack snacks ahead of time** – fruit, trail mix (seeds, dried fruits, nuts), yogurt, and other portable foods. You won’t have to rely on vending machines and convenience stores.
- **Use sweet spices** – cinnamon and nutmeg are great. They are good in tea, too.
- **Remove high-in-sugar sweets from your diet** – e.g. if you eat chocolate, make a point of eating dark 70%+ cocoa only. After a while, you will find that anything with less cocoa tastes too sugary.
- **Don’t keep any junk food in the house** – if it’s there, you’ll be tempted to eat it!
- **Make your own sweet treats**, using unrefined sweeteners – e.g. maple syrup, fruit, brown rice syrup, honey, and stevia – you’ll find you need less than what the recipe calls for.

For more nutrition tips, visit: [www.nutrition.gov/](http://www.nutrition.gov/).
Making time for exercise should be a priority for maintaining not just your physical health, but your mental and emotional health, too. Studies show that physical activity not only increases your muscle tone, metabolism and heart-health, but has significant effects on your cognitive functions. Exercising can stimulate brain cell development, improve memory retention, boost mood, relieve stress and increase focus and concentration.

The University of Washington Bothell offers a variety of options for staying active, from the Sports and Recreation Complex and Intramural Activities, to the weekly fitness classes and clubs (more information on page 37).

Take the opportunity to build a personal fitness program plan and contract using the form provided on the facing page. Use your class, work and other commitment schedules to guide you in prioritizing and setting aside the right amount of time for your intended exercise plan. Set goals, keep track and revise your plan accordingly. Be patient and be thorough. The results will follow through with your actions.

HOW TO GET STARTED

• **Set a schedule.** When and where are you going to train?
• **Focus on the best exercises that make you move.** Get your heart pumping
• **Don’t be afraid of weights,** but don’t over exert yourself. (Start with a weight that is very light and train for volume before intensity. Slowly increase the weight each week)
• **You need to commit for the long term.** Sign your personal fitness program contract on the facing page
• **Record your workouts** — rate yourself on energy and soreness the next day, track time spent

WORKOUT COMPONENTS AND RECOMMENDATIONS FOR PHYSICAL ACTIVITY

**Cardiorespiratory Endurance (CRE):** CRE refers to the ability of the body to perform prolonged, large-muscle, dynamic exercise at moderate-to-high levels of intensity. Performing regular aerobic exercise will help you improve your cardiorespiratory endurance level.

**Recommendations:**

• Adults should get at least 150 minutes of moderate-intensity exercise per week.
• Exercise recommendations can be met through 30-60 minutes of moderate-intensity exercise (five days per week) or 20-60 minutes of vigorous-intensity exercise (three days per week).
• One continuous session and multiple shorter sessions (of at least 10 minutes) are both acceptable to accumulate desired amount of daily exercise.

• Gradual progression of exercise time, frequency and intensity is recommended for best adherence and least injury risk.
• People unable to meet these minimums can still benefit from some activity.

**Muscular Strength (MS):** Strength is a measure of how much force your muscles can exert. Strength training can help you increase bone strength and muscular fitness, and it can help you manage or lose weight. It can also improve your ability to do everyday activities. To improve strength, lifting weights is a common method.

**Muscular Endurance (ME)** is the ability of your muscles to perform contractions for extended periods of time. Rather than just lifting or carrying something for a few seconds, the muscles are used for minutes.

**Recommendations:**

• Adults should train each major muscle group two or three days each week using a variety of exercises and equipment.
• Very light or light intensity is best for previously sedentary adults starting exercise.
• Two to four sets of each exercise will help adults improve strength and power.
• For each exercise, 8-12 repetitions improve strength and power, 10-15 repetitions improve muscular strength in middle-age and older persons starting exercise, and 15-20 repetitions improve muscular endurance.
• Adults should wait at least 48 hours between resistance training sessions.

**Flexibility (F):** F is the range of movement in a joint(s) and length in muscles that cross the joints. F can be increased to a certain degree by exercise and stretching.

**Recommendations:**

• Adults should do flexibility exercises at least two or three days each week to improve range of motion.
• Each stretch should be held for 10-30 seconds to the point of tightness or slight discomfort.
• Repeat each stretch two to four times, accumulating 60 seconds per stretch.
• Static, dynamic, and ballistic stretches are all effective.
• Flexibility exercise is most effective when the muscle is warm. Try light aerobic activity or a hot bath to warm the muscles before stretching.

**Body composition (BC):** The human body is composed of fat-free mass (bones, muscle, organ tissues, and connective tissues), as well as body fat (essential and body mass index (BMI) scores. Your BC is the result of many factors, including biological sex, heredity, and your activity and eating habits.

Sources: American Council of Exercise and American College of Sports Medicine
PERSONAL FITNESS PROGRAM PLAN AND CONTRACT

I, _________________________________, am contracting with myself to follow a physical fitness program to work toward the following goals:

Specific or short-term goals (include current status for each)  General or long-term goals

1. _________________________________  1. _________________________________

2. _________________________________  2. _________________________________

3. _________________________________  3. _________________________________

4. _________________________________  4. _________________________________

My program plan is as follows:

<table>
<thead>
<tr>
<th>Activities</th>
<th>Components (Check)</th>
<th>Intensity (heartrate)</th>
<th>Duration (minutes)</th>
<th>Frequency (Check)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CRE</td>
<td>MS</td>
<td>ME</td>
<td>F</td>
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</table>

My program will begin on ________ / ________ / ________. My program includes the following schedule of mini-goals. For each step in my program, I will give myself the reward listed.

(MINI GOAL)  _____ / _____ / _____  (DATE)  (REWARD)

(MINI GOAL)  _____ / _____ / _____  (DATE)  (REWARD)

(MINI GOAL)  _____ / _____ / _____  (DATE)  (REWARD)

(MINI GOAL)  _____ / _____ / _____  (DATE)  (REWARD)

(MINI GOAL)  _____ / _____ / _____  (DATE)  (REWARD)

(MINI GOAL)  _____ / _____ / _____  (DATE)  (REWARD)

SIGNATURE  DATE
STRESS MANAGEMENT
We’ve all been there. That uncontrollable foot tapping, heart-racing, jittery burst of adrenaline, brows furrowed, breaths shortened, and our mind, surprisingly not fuming, with its madly spinning thoughts. Stress can be overwhelming and it is defined as a response to a demand that is placed upon you.

POSITIVE STRESS
Without some stress, people would not get a lot done. That extra burst of adrenaline that helps you finish your final paper, perform well in sports, or meet any challenge is positive stress. It is a short-term physiological tension and added mental alertness that subsides when the challenge has been met, enabling you to relax and carry on.

NEGATIVE STRESS
Responses to stress can be physical, such as a headache; emotional, such as fear or sadness; and mental, such as increased anxiety. If you cannot return to a relaxed state, then the stress can become negative stress. The changes in your body (increased heart rate, higher blood pressure and muscle tension) start to take their toll, often leading to mental and physical exhaustion and illness. Too much stress can cause problems and affect our health, productivity and relationships.

HOW TO COPE WITH STRESS
(Adapted from www.helpguide.org/mental/stress_management_relief_coping.htm)
There are two ways to deal with stress — change the situation or change your reaction. Within these methods, are the four A’s: Avoid the stressor, Alter the stressor, Adapt to the stressor, and Accept the stressor.

Healthy ways to relax and recharge:
- Go for a walk
- Spend time in nature
- Call a good friend
- Sweat out tension with a good workout
- Write in your journal
- Take a long bath
- Light scented candles
- Savor a warm cup of coffee or tea
- Play with a pet
- Get a massage
- Curl up with a good book
- Meditate
- Practice stretching/yoga
- Watch a comedy
- Listen to music

<table>
<thead>
<tr>
<th>CHANGE THE SITUATION</th>
<th>CHANGE YOUR REACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Write down your to-do list – analyze your schedule, responsibilities and daily tasks</td>
<td>Look at the big picture – how important is the stressful situation a month from now? A year? Is it worth getting upset over? If not, focus your time and energy elsewhere</td>
</tr>
<tr>
<td>Avoid people who stress you out – if you can’t turn the relationship around, limit the amount of time in it</td>
<td>Reframe problems – hold a positive perspective. Rather than a traffic jam, look at this as time to regroup and listen to music or your favorite radio station</td>
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<tr>
<td>Take control of your environment – Turn off the TV, take buses to avoid traffic, online grocery shop</td>
<td>Adjust your standards – perfectionism is a major source of avoidable stress. Demanding perfection sets you up for failure; be reasonable, appreciate “good enough”</td>
</tr>
<tr>
<td>Be more assertive – Deal with your problems, starting right now. Our perception often presents a “bigger problem” than what reality is</td>
<td>Focus on the positive – take time to reflect on positive qualities and gifts you have when stress is getting you down</td>
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<td>Learn to say “no” – know your limits</td>
<td>Don’t try to control the uncontrollable</td>
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<tr>
<td>Plan ahead so you don’t overextend yourself</td>
<td>Learn to forgive – free yourself and learn to move on</td>
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<td>Be willing to compromise</td>
<td>Eliminate self-defeating thoughts like “always” “never” “should” and “must”</td>
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<tr>
<td>Express your feelings instead of bottling them up</td>
<td>Set aside time for relaxation; nurture yourself</td>
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</table>

Did You Know?
The wetland supports one of the largest crow roosts in the region, providing safe refuge to an estimated 10,000 crows nightly.
Look at how you are currently coping with stress. Are you using methods that provide short-term relief, but avoid resolution to the conflicts creating the stress? Do you feel like your coping strategies are unproductive? Are your coping strategies healthy and rejuvenating? Reflect on your current stress management tools. List the methods you would like to continue, and a few you would like to try.

**Activity**

When you’ve got a minute: Place your hand just beneath your navel so you can feel the gentle rise and fall of your belly as you breathe. Breathe in slowly. Pause for a count of three. Breathe out. Pause for a count of three. Continue to breathe.

<table>
<thead>
<tr>
<th>WEEK</th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
<th>SATURDAY</th>
<th>SUNDAY</th>
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**SWEET DREAMS – HEALTHY SLEEP HABITS**

How you feel during your waking hours hinges greatly on how well you sleep. Similarly, the cure for sleep difficulties can often be found in your daily routine. Your sleep schedule, bedtime habits, and day-to-day lifestyle choices can make an enormous difference to the quality of your nightly rest. The following tips will help you optimize your sleep so you can be productive, mentally sharp, emotionally balanced, and full of energy all day long. (Adapted from www.helpguide.org/life/sleep_tips.htm)

1. **Set a regular bedtime.** Go to bed at the same time every night. Choose a time when you normally feel tired, so that you don’t toss and turn. Try not to break this routine on weekends when it may be tempting to stay up late. If you want to change your bedtime, help your body adjust by making the change in small daily increments, such as 15 minutes earlier or later each day.

   Weekday bedtime: __________
   Weekend bedtime: __________

Did you know that artificial light coming from your cell phone and other electronics stop your sleep-promoting neurons and release of melatonin (“sleep hormone”)? Try to put away electronics at least 30 minutes before you intend to snooze to avoid restlessness!
2. **Wake up at the same time every day.** If you’re getting enough sleep, you should wake up naturally without an alarm. If you need an alarm clock to wake up on time, you may need to set an earlier bedtime. As with your bedtime, try to maintain your regular wake-time even on weekends.

   Weekday wake up time: ___________
   Weekend wake up time: ___________

3. **Nap to make up for lost sleep.** If you need to make up for a few lost hours, opt for a daytime nap rather than sleeping in late. This strategy allows you to pay off your sleep debt without disturbing your natural sleep-wake rhythm, which often backfires in insomnia and throws you off for days. While taking a nap can be a great way to recharge, especially for older adults, it can make insomnia worse. If insomnia is a problem for you, consider eliminating napping. If you must nap, do it in the early afternoon, and limit it to thirty minutes.

   Use the table below to create a schedule for your daily nap-times this week.

<table>
<thead>
<tr>
<th>DAY</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
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<td>HOUR</td>
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4. **Fight after-dinner drowsiness.** If you find yourself getting sleepy way before your bedtime, get off the couch and do something mildly stimulating to avoid falling asleep, such as washing the dishes, calling a friend, or getting clothes ready for the next day. If you give in to the drowsiness, you may wake up later in the night and have trouble getting back to sleep.

5. **Avoid eating 2-3 hours before your regular bed time.** However, going to bed too hungry makes it harder to fall asleep sometimes. Try a few bites of a melatonin rich-food like turkey to put you in your slumber. Here is a list of before-bedtime snacks to try:
   - Half a turkey sandwich
   - A small bowl of whole-grain, low-sugar cereal
   - Granola with milk or yogurt
   - A banana

   Other quick tips to help establish healthy sleep habits:
   - Get at least 30 minutes of exercise during the day and avoid exercising at least three hours before bedtime.
   - Create an ideal sleep environment.
   - Read and relax for 20-30 minutes prior to attempting to sleep.
   - Avoid alcohol and any type of stimulant (e.g. caffeine, nicotine) before bed.
   - Use ear plugs if your residential hall or apartment is noisy.
INTIMACY AND SAFER SEX

There are many ways to be intimate with a romantic partner, including abstaining from sexual activity, holding hands, kissing, and a variety of sex acts—including but not limited to penetrative intercourse. When deciding whether to engage in any type of intimacy and/or sex, you and your partner may consider cultural, ethical, religious, moral, psychological, and physical factors. There is no right answer about whether and what kinds of sex you feel ready for; it’s all about what you’re comfortable with, and making sure you can communicate about that with your partner(s).

If you do decide to be sexually active, practicing safer sex and maintaining open communication with your partner can reduce the risks discussed here. Engaging in sexual intercourse can potentially be a big step; discussing both the emotional and physical risks of sex and decided with your partner how best to minimize those risks can be empowering, and can make for an even more intimate sexual experience.

Practicing safer sex means being smart, staying healthy, and showing love, concern, and respect for your partner(s) and for yourself. Anyone who has oral, anal, or vaginal sex, or genital skin-to-skin contact with another person, can be exposed to sexually transmitted infections (STIs). Safer sex means reducing the chance of acquiring sexually transmitted diseases, including HIV, AIDS, syphilis, and others. Safer sex also helps prevent unintended pregnancy.

HOW TO PRACTICE SAFER SEX (ADAPTED FROM PLANNED PARENTHOOD)

- Get tested: Be sure you know yours and your partner’s STI status before having any type of sex. Most people with STIs don’t have symptoms or know they’re infected, so testing is the only way to know for sure whether someone has an STI.

- Use a barrier: Condoms, internal condoms, and/or dental dams cover parts of your genitals, protecting you and your partner from body fluids and some skin-to-skin contact. Remember that STIs can be transmitted by many types of sexual contact, not just penetrative sex. Condoms are easy to find in drug and grocery stores, and some places even give them out for free. On campus, the Health and Wellness Resource Center (HaWRC) in ARC-120 manages the distribution of sexual health products.

- Talk with your partner: Talk in advance about what kind of barrier and/or birth control you’re going to use. Tell them if you have an STI so that they can make informed decisions.

- Learn about birth control options beyond barriers: In addition to condoms, internal condoms, and dental dams, there are also hormonal options to prevent pregnancy. Learn about birth control pills, shots, and implants, and remember that they won’t prevent STIs. Talking to a doctor is a great way to explore your options.

- Don’t use drugs or alcohol to lower someone’s inhibitions: Part of safer sex is making sure everyone is comfortable and that sex acts are consensual. If someone’s judgement is impaired, they can’t actually consent to sex.

COMMUNICATING ABOUT SEX AND INTIMACY:

Talking about sex can be hard and might feel awkward at first. Keep in mind, though, that communicating with your partner(s) is a crucial part of practicing safer sex. Here are some tips to communicate effectively, even about the hard stuff:

- Bring up conversations about sexual health when you’re not in the heat of the moment. Find a time that’s convenient and when you’ll both be free from distractions.

- Use “I” statements when talking. For example, “I would feel more comfortable if we used a condom,” or “I like kissing you, and I don’t feel ready for anything else right now.” “I” statements allow you to communicate your feelings while leaving room for theirs, too.

- Think about your boundaries and needs in advance so that you can be clear about them. Stick to your decisions, and don’t let your partner convince you to do anything you’re not comfortable with. If your partner doesn’t respect your needs and/or isn’t practicing consent, reach out for support.

- Be a good listener. Let your partner know that you hear and care about how they feel.

- Understand that the goal for the conversation is for both people to be honest and show respect for one another. The goal is not to convince the other person to do something or change how they feel.

- Avoid making assumptions about what your partner wants and needs. Ask open-ended questions (ones that aren’t answered with “yes” or “no”) to discuss topics like relationship expectations, past and present sexual relationships, contraceptive use, STI testing, and others.

CREATING A SAFE AND HEALTHY COMMUNITY

In order to prevent sexual and relationship violence at UW Bothell, we have three expectations of everyone in our community. Treat others with respect, in every interaction, sexual/intimate and otherwise; notice and interrupt harmful behavior, in order to ensure everyone is safe; and support people impacted by sexual and relationship violence, including by connecting them with resources.

Did You Know?

The Veterans Archway, a monument to honor student veterans, is located at the northeast corner of the Sports and Recreation Field for everyone to visit.
REQUIRED HUSKY PREVENTION & RESPONSE (TITLE IX) ONLINE COURSE

Every member of the UW community has a role to play in creating and maintaining a university free from violence, harassment, and discrimination. Husky Prevention & Response is a one-time online course on preventing and responding to sex- and gender-based violence and harassment.

Complete the required course — which takes 60-90 minutes — before the start of your first quarter. If you do not complete the course, you may be unable to register for future quarters.

Student course access: https://tixstudent.uw.edu/

If you become a student employee while at UW, you will be required to complete a student employee version of the course as well.

SWX-AND-GENDER-BASED VIOLENCE AND HARASSMENT

UW Bothell is committed to providing a learning environment that is free from sex-and-gender-based violence and harassment. Below, we will define: the types of sex-and-gender-based violence and harassment and give examples.

SEXUAL HARASSMENT

Sexual harassment is a form of harassment that is characterized by unwelcome sexual advances, requests for sexual favors, other unwelcome verbal or physical contact of a sexual nature (especially when one person has authority over the other), that interferes with someone’s academic or work performance. Examples of sexual harassment include:

- Professor J is T’s advisor. J has driven T home from the lab a few times and recently pressured T to step for a drink on the way. On this occasion, J expressed an interest in a sexual relationship. T is about to enter the job market and is worried that refusing this advance will cause J to block good job opportunities.

SEXUAL ASSAULT

Sexual assault includes any sexual contact without consent — without clear initial consent and/or without ongoing consent throughout the sexual encounter.

Sexual assault might include using threats, emotional pressure, or alcohol and/or drugs to force or coerce someone into sexual activity against their will. Sexual assault can include penetration, in which case it may be categorized as rape. Examples of sexual assault include:

- N and H are in a class together, and last weekend N went to a party at H’s house. N remembers drinking, dancing, and talking with friends, and then the memories get fuzzier. N definitely has blurry memories of being touched by H in H’s bed. N woke up in H’s bed without any clothes on.

- A and G have been together for a couple years. One night, A starts touching and kissing G, and G says, “I’m not in the mood.” A says, “Come on, I need this. If you really loved me, you’d have sex with me.” A continues to touch G without G’s consent.

STALKING

Stalking is an unwanted, repeated, and continuing course of conduct that causes a person to feel fearful or distressed. Examples of stalking include:

- M and D recently went on a couple of dates. Since then, M has been waiting for D outside of class and in the parking garage. M even showed up at D’s off-campus job. D is freaked out and has told M to back off, but nothing has changed.

- V and S have been dating for a year. In the past couple of months, S has become more controlling about their communication. S has begun texting V multiple times an hour, even when V is in class and can’t respond. S also set up their phones so S can see V’s location at all times.

All of the campus storm water runoff is discharged into the wetlands making us entirely independent of the City of Bothell’s storm water system.

RELATIONSHIP VIOLENCE

Relationship violence is a range of behaviors meant to control someone, coerce them into doing things, and isolate them from others. Examples of relationship violence include:

- B is married to F. Around their friends and family, F always seems like a supportive and loving partner. When they’re alone, though, F talks down to B, constantly threatens to leave, and can become aggressive at the drop of a hat. B feels unsafe at home and is tired of walking on eggshells.
• D and C have been dating for a few months. At first, everything seemed perfect. Recently, D has been more and more controlling. They only hang out with D’s friends, and when C makes plans with friends, D makes C feel guilty about it. D also comments on what C wears in ways that don’t make C feel good. C likes D a lot, but has started to feel isolated and anxious most of the time.

Bystander Intervention

Bystander intervention is about simple, safe ways that we can look out for one another. The goal is to interrupt the problematic interaction while creating safety for all involved. When you intervene, you are establishing healthy norms in your community and are making sure that violence and harassment are not tolerated.

When you witness something problematic, you have a range of intervention options available.

Calling out the behavior as inappropriate
Interrupting the situation
Checking in and offering support
Reaching out to another person to get help.

As a bystander, you don’t have to have all the answers. You just need to take action to de-escalate the situation.

You can learn more about bystander intervention in the Husky Prevention & Response online course or by reviewing bystander information on the Right To Be website https://righttobe.org/our-training/

What is a Bystander?

A bystander is an individual who notices a behavior or situation that could be harmful. The harm is not directly aimed at them, and they can make the decision to get involved and help the person in harm’s way.

Support and Refer

UW Bothell, the whole UW, and the surrounding community have many resources available to support students who have been impacted by sexual misconduct. Now that you’re part of the UW Bothell community, you can do your part by being prepared to offer support and resources, as well.

Responding to Disclosures

When someone has experienced sex and gender-based violence or harassment, they are often nervous to tell anyone about it. They may worry that no one will believe them, they may think there’s nothing that can be done about it, or they may just hope that they can put it behind them and move on. When someone is brave enough to come forward and share their story, it’s incredibly important that we are prepared to respond in a supportive way.

Validate

Sometimes survivors are hesitant to come forward because they don’t believe that what happened was significant, or they think they’re over-reacting. Furthermore, since trauma shows up differently in all of us, they may be confused about why they’re feeling what they’re feeling. Remind them that whatever they’re feeling is normal. Express your gratitude that they’re trusting you enough to share this with you. Tell them that you believe and support them.

Listen

When someone tells you that they have experienced harm, the number one thing for you to do is to listen to them. Invite them to share anything they’re comfortable telling you, while letting them know that it’s completely their decision to tell their story. We encourage you to ask questions like, “How can I support you?”.

Connect to Support

When someone experiences sex or gender-based violence or harassment, it can leave them feeling powerless. As a support person, you have the opportunity to connect them to resources that can support them in identifying what they want to do next. Offer resources, and then make sure that they get to decide which resources to access and what next steps to take. Tell them that they’re in charge and that you’ll support whatever they decide to do or not do.
RESOURCES FOR SUPPORT

Resources related to sexual misconduct are often the kind of thing no one thinks about until they need them. You can be prepared to offer someone support in the future by learning a little bit now about what’s available.

- **UW Bothell’s Violence Prevention & Advocacy Program**: A confidential advocate through the Violence Prevention & Advocacy Program is able to provide caring, empowering support to students. With an advocate, you can explore your rights, options, and resources, and all decisions to pursue next steps will be entirely up to you. Meeting with an advocate will not automatically lead to any kind of investigation by the university or the police. Should you decide to make a report to the police and/or university, and advocate can accompany you through every step of the process. Make an appointment by calling 425-352-3851 or emailing uwbvae@uw.edu.

- **UW Bothell Counseling Center**: The Counseling Center offers confidential, short-term mental health counseling to enrolled UW Bothell students free of charge. They offer same day crisis appointments, individual counseling, group counseling and couples counseling. Make an appointment by calling 425-352-3183 or emailing uwbcc@uw.edu.

- **SafeCampus**: The UW SafeCampus helpline is available 24 hours a day, 7 days a week. You may remain anonymous if you wish. SafeCampus will listen to your concerns, assess for safety needs, refer to confidential advocacy, offer information on reporting options and provide a rights and resources guide. 206.685.7233

- **Community organizations**: Refer to page 3 in this planner’s directory for community agencies that support people impacted by sexual and relationship violence. If you have questions about which one to start with, you may ask them directly or the Violence Prevention & Advocacy Program can help you figure out which organization could best support you.

RESOURCES FOR REPORTING

Students who are deciding whether to report are encouraged to talk to a confidential advocate through the Violence Prevention & Advocacy Program (see above) so that they can weigh their options and make an informed decision, and to have an advocate present when they report, if they’d like.

- **Title IX Investigation Office**: For complaints about students contact the Title IX Investigation Office by calling 206.616-5334 or emailing tixinv@uw.edu

Title IX Investigation Office
www.washington.edu/compliance/tixio/

- **University Complaint Investigation and Resolution Office (UCIRO)**: For complaints about faculty or staff contact UCIRO by calling 206.616.2028 or emailing uciro@uw.edu

University Complaint Investigation and Resolution Office
https://www.washington.edu/compliance/uciro/

Visit the Title IX Reporting Options page for more information:
https://www.washington.edu/titleix/report/

- **Law enforcement**: Police reports about sexual misconduct should generally be made to the law enforcement agency that has jurisdiction over the area where the harm occurred. Sometimes, this can be hard to figure out, especially if the harm happened a while ago or if the survivor is unsure where it took place. Students who are unsure which agency to call, or who want more information about the process, are encouraged to call a confidential advocate through the Violence Prevention & Advocacy Program for support and to explore their options.

TITLE IX, UW POLICIES & WASHINGTON STATE LAW

Title IX, Title VII, VAWA, Washington state law, and University of Washington policy collectively prohibit discrimination based on sex, sexual orientation, gender, gender expression, pregnant or parenting status, and LGBTQ (lesbian, gay, bisexual, transgender, queer) identity.

Title IX and UW policies apply to and protect students, staff, faculty, other academic personnel and visitors at all campuses, sites, and programs affiliated with the University.

Sexual assault, sexual harassment, relationship violence, and stalking are among the forms of discrimination UW policy prohibits. UW policy prohibits employee-student romantic relationships that pose a conflict of interest—including student/Teaching Assistant (TA) romantic relationships. Retaliation for raising concerns about any of these behaviors is also prohibited.

To learn more visit Title IX Policies:
https://www.washington.edu/titleix/policies/
ALCOHOL, MARIJUANA, AND OTHER DRUGS

With a view toward ensuring the safety and well-being of faculty, staff, students and the general public, the University of Washington Bothell and Cascadia Community College is committed to maintaining a campus environment that is free of illicit drugs (or controlled substances) and alcohol. Accordingly, the consumption of alcoholic beverages and use of drugs (including, but not limited to: marijuana, methamphetamine, other amphetamines, sedatives, hallucinogens, opiates, MDMA, and/or other club drugs) by students and employees on campus property, except in accordance with appropriate State of Washington liquor license procedures, is prohibited. Further, the unlawful possession, use, distribution or manufacture of alcohol or controlled substances (as defined in Chapter 69.50 RCW) on the campus or during University or college-sponsored activities is prohibited (Chapter 478-124 WAC and WAC 132Z-115-090(10). Violation of these alcohol and drug prohibitions will be the basis for disciplinary or other appropriate action. It is important to remember that just like alcohol, marijuana remains illegal to minors (anyone under age 21) and possession, use or distribution of illicit drugs is prohibited by federal law, as is on the UW Bothell campus.

STANDARD DRINK

One standard drink contains 0.5 oz of ethyl alcohol. This means:
- 12 oz of regular beer = 8-9 oz of malt liquor
- 4 oz of wine = 1 oz of 80–proof liquor

MAJOR FACTORS THAT AFFECT ALCOHOL ABSORPTION

- Weight
- Biological sex
- Other drugs or medication in the system
- Rates of consumption
- Food in stomach
- Type of drink

Did You Know?

UW Bothell has several experts who can be contacted for students doing research in subjects ranging from education policy, environmental science, and more!
Wellness Tips for Safe Drinking

If you decide to drink, here are tips on how to stay safe. Remember, possession of alcohol (and therefore drinking) is prohibited on campus. Make sure to review the sections above for more regulations regarding alcohol, marijuana and other drugs.

1. **KEEP TRACK OF YOUR DRINKS**
   Find a way that works for you, such as a notecard in your wallet, check marks on a kitchen calendar, or a personal digital assistant. If you make note of each drink before you drink it, this will help you slow down when needed.

2. **COUNTING AND MEASURING**
   Know the standard drink sizes so you can count your drinks accurately (see above). Measure drinks at home. Away from home, it can be hard to know the number of standard drinks in mixed drinks. To keep track, you may need to ask the server or bartender about the recipe.

3. **SET GOALS AND LIMITS**
   Decide how many days a week you want to drink and how many drinks you’ll have on those days. It’s a good idea to have some days when you don’t drink. Drinking within the limits below reduces the chances of having an alcohol use disorder and related health problems.

4. **PACE AND SPACE**
   When you do drink, pace yourself. Sip slowly. Have no more than one drink with alcohol per hour. Alternate “drink spacers”—non-alcoholic drinks such as water, soda, or juice—with drinks containing alcohol.

5. **INCLUDE FOOD**
   Don’t drink on an empty stomach—have some food so the alcohol will be absorbed more slowly into your system.

6. **AVOIDING “TRIGGERS”**
   What triggers your urge to drink? If certain people or places make you drink even when you don’t want to, try to avoid them. If certain activities, times of day, or feelings trigger the urge, plan what you’ll do instead of drinking. If drinking at home is a problem, keep little or no alcohol there.

**ALCOHOL POISONING: WHAT HAPPENS TO YOUR BODY?**

Alcohol depresses nerves that control involuntary actions such as breathing and the gag reflex (which prevents choking). A fatal dose of alcohol will eventually stop these functions. Even if the victim lives, an alcohol overdose can lead to irreversible brain damage. Rapid binge drinking (which often happens on a bet or a dare) is especially dangerous because the victim can ingest a fatal dose before becoming unconscious.

You should also know that a person’s blood alcohol concentration (BAC) can continue to rise even while they are passed out. Even after a person stops drinking, alcohol in the stomach and intestine continues to enter the bloodstream and circulate throughout the body. It is dangerous to assume the person will be fine by sleeping it off. Make sure to contact the Health Educators Reaching Out (HERO) organization on campus if you have more questions and/or would like to receive a personalized wallet-sized BAC card.

**25% of those who began abusing prescription drugs at age 13 or younger ever met clinical criteria for addiction sometime in their life.**
CRITICAL SIGNS AND SYMPTOMS OF ALCOHOL POISONING

- Mental confusion, stupor, coma, or person cannot be roused
- Vomiting
- Seizures
- Slow breathing (fewer than eight breaths per minute)
- Irregular breathing (10 seconds or more between breaths)
- Hypothermia (low body temperature), bluish skin color, paleness

HANDLING AN ALCOHOL AND/OR DRUG EMERGENCY

If you think a person has had too much alcohol or other drugs, call for help. Unintentional drug overdose is the 2nd leading cause of accidental death in the United States, just behind automobile crashes: don’t risk a friend’s life.

1. Always be safe, not sorry. Call 911.
2. If this emergency is occurring on the UW Bothell campus, also call Campus Safety at 425-352-5359
3. While waiting for help do the following:
   - Stay with the individual.
   - Protect them from injury without jeopardizing your own safety.
   - Do not administer food or water
   - Keep them warm.
   - If they can sit up or stand, try to keep them upright to reduce risk of choking on vomit.
   - If they must lie down, turn them on the side with the face angled to the floor to reduce risk of choking.
4. Gather as much information as possible:
   - How much alcohol and/or other drugs have they used over what time period?
   - Are they on any medications?
   - Do they have any medical or psychiatric problems?
   - Have they been injured?
5. Observe their breathing.
6. Be prepared to begin cardiopulmonary resuscitation if respiration stops. If you do not know CPR, call out to see if someone nearby does.

**Did You Know?**

If you don’t see a club for your particular interest, you can start your own!

Be confident in your decision to get help. Caring enough is never wrong.

The chart on the facing page provides information on the health risks associated to use of substances/drugs. For more detailed information, visit the police.uw.edu/securityreport site. Below this chart, an overview of possible federal penalties is listed in correlation to the DEA (Drug Enforcement Agency) schedule listed.

**FEDERAL DRUG PENALTIES FOR SIMPLE POSSESSION**

(21 USC §844)

Persons convicted on federal charges of unlawfully possessing any controlled substances face penalties of up to 1 year in prison and a minimum fine of $1,000, or both. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum fine of $2,500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of $5,000. Special sentencing provisions for possession of a mixture or substance which contains cocaine base impose a mandatory prison term of not less than 5 years but not more than 20 years and a minimum fine of $1,000, or both, if:

a. it is a first conviction and the amount of cocaine base substance possessed exceeds 5 grams;

b. it is a second conviction and the amount of cocaine base substance possessed exceeds 3 grams;

c. it is a third or subsequent cocaine base substance conviction and the amount exceeds 1 gram.

Special sentencing provisions for simple possession of Flunitrazepam (Rohypnol, “roofies” or “roaches”) impose a prison term of not more than 3 years, a fine as outlined above, or both.

**WASHINGTON STATE DRUG LAWS** (RCW 69.50)

The following is a partial list of illicit drugs considered to be controlled substances by the State of Washington: Narcotics (opium and cocaine, and all drugs extracted, derived or synthesized from opium and cocaine, including crack cocaine and heroin); Methamphetamine; Barbiturates; and Hallucinogenic Substances (LSD, peyote, mescaline, psilocybin, PCP).

a. State Penalties for Illegal Sale of Controlled Substances: The illegal sale of any controlled substance is punishable by up to 5 years in prison, $10,000 fine, or both.

b. State Penalties for Illegal Manufacture or Delivery of Controlled Substances: Schedule I or II Narcotics or flunitrazepam — Up to 10 years in prison, $25,000 to $100,000 fine, or both. Any other controlled substances under Schedule I, II, III, IV or V, except flunitrazepam — Up to 5 years in prison, $10,000 fine, or both.
<table>
<thead>
<tr>
<th>SUBSTANCES</th>
<th>SCHEDULE</th>
<th>INTOXICATION/POTENTIAL HEALTH CONSEQUENCES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cannabinoids</strong></td>
<td></td>
<td>Slowed reaction time; distorted sensory perception; impaired balance and coordination; increased heart rate and appetite; impaired learning, memory; anxiety; panic attacks; psychosis/cough; frequent respiratory infections; possible mental health decline; addiction</td>
</tr>
<tr>
<td>Hashish</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td>Marijuana</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td><strong>Opioids</strong></td>
<td></td>
<td>Drowsiness; impaired coordination; dizziness; confusion; nausea; sedation; feeling of heaviness in the body; slowed or arrested breathing/constipation; endocarditis; hepatitis; HIV; addiction; fatal overdose</td>
</tr>
<tr>
<td>Heroin</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td>Opium I, II, III, V</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Club Drugs</strong></td>
<td></td>
<td>MDMA — mild hallucinogenic effects; increased tactile sensitivity, empathic feelings; lowered inhibition; anxiety; chills; sweating; teeth clenching; muscle cramping/ sleep disturbances; depression; impaired memory; hyperthermia; addiction. Flunitrazepam — sedation; muscle relaxation; confusion; memory loss; dizziness; impaired coordination/ addiction. GHB — drowsiness; nausea; headache; disorientation; loss of coordination; memory loss/ unconsciousness; seizures; coma</td>
</tr>
<tr>
<td>MDMA (metylenedioxy-methamphetamine)</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td>Flunitrazepam</td>
<td>IV</td>
<td></td>
</tr>
<tr>
<td>GHB</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td><strong>Dissociative Drugs</strong></td>
<td></td>
<td>Feelings of being separate from one’s body and environment; impaired motor function/ anxiety; tremors; numbness; memory loss; nausea. Ketamine — analgesia; impaired memory; delirium; respiratory depression and arrest; death. PCP and analogs — analgesia; psychosis; aggression; violence; slurred speech; loss of coordination; hallucinations. For DXM: euphoria, slurred speech; confusion; dizziness; disturbed visual perceptions</td>
</tr>
<tr>
<td>Ketamine</td>
<td>III</td>
<td></td>
</tr>
<tr>
<td>PCP and analogs</td>
<td>I, II</td>
<td></td>
</tr>
<tr>
<td>Salvia divinorum</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>Dextromethorphan (DXM)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td><strong>Stimulants</strong></td>
<td></td>
<td>Increased heart rate, blood pressure, body temperature, metabolism; feelings of exhilaration; increased energy, mental alertness; tremors; reduced appetite; irritability; anxiety; panic; paranoia; violent behavior; psychosis/weight loss; insomnia; cardiac or cardiovascular complications; stroke; seizures; addiction. Also, for cocaine — nasal damage from snorting. Also, for methamphetamine — severe dental problems</td>
</tr>
<tr>
<td>Amphetamine</td>
<td>II</td>
<td></td>
</tr>
<tr>
<td>cocaine</td>
<td>II</td>
<td></td>
</tr>
<tr>
<td>methamphetamine</td>
<td>II</td>
<td></td>
</tr>
<tr>
<td><strong>Hallucinogens</strong></td>
<td></td>
<td>Altered states of perception and feeling; hallucinations; nausea. Also, for LSD &amp; mescaline — increased body temperature, heart rate, blood pressure; loss of appetite; sweating; sleeplessness; numbness; dizziness; weakness; tremors; impulsive behavior; rapid shifts in emotion. Also, for LSD — Flashbacks, Hallucinogen Persisting Perception Disorder. Also, for psilocybin — nervousness; paranoia; panic</td>
</tr>
<tr>
<td>LSD</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td>mescaline</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td>psilocybin</td>
<td>I</td>
<td></td>
</tr>
<tr>
<td><strong>Other Compounds</strong></td>
<td></td>
<td>Steroids — blood clotting and cholesterol changes; liver cysts; hostility and aggression; acne; in adolescents — premature stoppage of growth; in males — prostate cancer; reduced sperm production; shrunken testicles; breast enlargement; in females — menstrual irregularities, development of beard and other masculine characteristics Inhalants (varies by chemical) — stimulation; loss of inhibition; headache; nausea or vomiting; slurred speech; loss of motor coordination; wheezing/cramps; muscle weakness; depression; memory impairment; damage to cardiovascular and nervous systems; sudden death</td>
</tr>
<tr>
<td>anabolic steroids</td>
<td>III</td>
<td></td>
</tr>
</tbody>
</table>

**C. State Penalties for Possession of Controlled Substances:**
Possession of any controlled substance is punishable by up to 5 years in prison, a $10,000 fine, or both.
More severe penalties are provided for persons convicted of providing controlled substances to minors, to repeat offenses and to offenses on or near schools or parks.

**SPECIAL NOTE REGARDING MARIJUANA:** Marijuana remains illegal for minors (persons under 21 years of age) to possess, sell or use and is illegal to possess for a person of any age in amounts over 28.3 grams in the State of Washington. Marijuana, however, remains illegal under federal law. Therefore, policies concerning marijuana at the University remain unchanged due to the federal funding we receive. It is illegal to produce, distribute or use marijuana on University property or during University-sponsored activities.

*(Annual Security and Fire Safety Report, and Drug-Free Schools Act Information – 2015-2016)*
CUMULATIVE EFFECTS AND RESPONSIBILITIES

Because the use of alcohol and other drugs over time can have a cumulative effect, a person who may not have been incapacitated at the beginning of a sexual activity may become incapacitated and therefore unable to give effective consent as the sexual activity continues. It is the responsibility of the person who wants to engage in a specific sexual activity to ensure that effective consent is obtained for each sexual act and over the entire course of the sexual activity.

UW Bothell strongly encourages careful communication between individuals considering sexual activity of any kind, and in particular when considering sexual activity between persons who are under the influence of alcohol and other drugs—especially between persons who do not have a well-established, current sexually intimate relationship. Such sexual activity is inherently complicated and potentially fraught with misunderstanding. Physically incapacitated persons are considered incapable of giving effective consent when they lack the ability to appreciate the fact that the situation is sexual, and/or cannot rationally and reasonably appreciate the nature, extent, and implications of that situation.

CRIME ON COLLEGE CAMPUS

Part I Crimes, as defined by the Uniform Crime Reporting standards developed by the Federal Bureau of Investigation and the Department of Justice, are the more serious violent crimes against persons -Murder, Rape, Robbery, and Aggravated Assault, and the more serious crimes against property Burglary, Arson, and Theft.

Sex offense forcible: Any sexual act directed against another person, forcibly or against that person’s will. This includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling. Non-forcible: Is unlawful sexual intercourse, incest and statutory rape.

Robbery: The taking, or attempted taking, of anything of value from one person by another, in which the offender uses force or the threat of violence.

Aggravated assault: An attack by one person upon another, in which the offender uses or displays a weapon in a threatening manner or the victim, suffers severe injury involving broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Burglary: The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Motor vehicle theft: The theft of a motor vehicle, including automobiles, motorcycles, golf carts, and mopeds.

Hate crimes: Any crime in which the victim is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability of the victim.

Disciplinary actions: Action taken against a person for committing a violation of campus policy that may or may not violate state or federal laws. This includes students and employees.

Liquor laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages. Driving under the influence violations is excluded.

Drug laws: The violation of laws prohibiting the unlawful possession, sale, use, growing, manufacture, and making of narcotic drugs.

Weapons laws: The violation of laws prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, or use of firearms, knives, explosives, or other deadly weapons. The possession or use of firearms, explosives, dangerous chemicals or other dangerous weapons or instrumentalities on the University of Washington Bothell or Cascadia Community College campus, except for authorized University purposes, is prohibited by WAC 478-124-020(2)(e), 478-120-020(3)(f), and WAC 132Z-115-090(18).

For more information regarding crime categories and laws, please visit: police.uw.edu/securityreport.
Students at the University of Washington Bothell are expected to maintain the highest standards of academic integrity and behavioral conduct. The University’s Student Conduct Code outlines how student conduct proceedings work and details student due process rights.

For up to date information go to www.uwb.edu/studentaffairs/studentconduct.

THE STUDENT CONDUCT CODE:
• Safeguards University functions,
• Protects the rights and freedoms of all members of the academic community, and
• Preserves the high academic reputation of the University.

ACADEMIC INTEGRITY
Most UW Bothell students are honest and conduct themselves with integrity; they are concerned when they observe others cheating.

Cheating harms the University community in many ways. The unfairness of undetected and unpunished cheating frustrates honest students. Cheaters may skew the grading curve on an assignment or in a class, lowering grades of students who do their own work.

Students who cheat deny themselves a real education. They cheat themselves of general knowledge. More importantly, they pass up the experience of learning how to learn, the very thing that makes a college degree so valuable to employers. As a result, the reputation of the University and the value of a UW Bothell degree diminish if employers find graduates lacking the abilities their degrees should guarantee.

Additionally, most professions have a code of ethics, standards to which you will be expected to adhere to when you are working. At the University, you practice the integrity you must demonstrate later.

For all these reasons, academic dishonesty is a serious offense at the UW Bothell; the University community is committed to reporting suspected occurrences of academic misconduct.

WHAT IS ACADEMIC MISCONDUCT?
Academic misconduct includes but is not limited to the following in connection with any exam, research, course assignment, or other academic exercise that contributes to the satisfaction of requirements for courses or graduation.

CHEATING
Giving or receiving unauthorized assistance, or intentionally using or attempting to use unauthorized materials or information.
• Copying from another student.
• Using unauthorized study aides or other people’s work.
• Altering assignments or exams and submitting them as your own work.
• Offering false excuses in order to gain time extensions.
• Submitting an assignment to more than one class without both professors permission.
• Submitting someone else’s work as your own.
• Getting someone to take an exam for you or taking an exam for someone else.
• Receiving unauthorized help on an exam or prohibited help on an assignment.

INFORMATION AND CONTACT
Email: UWB-StudentConduct@uw.edu
Phone: 425.352.3183
Web: www.uwb.edu/studentaffairs/studentconduct
COLLABORATION

Educators recognize the value of collaborative learning; students are often encouraged to form study groups and assigned group projects. Group study often results in accelerated learning, but only when each student takes responsibility for individually mastering all the material.

When a professor says, “Go ahead and work together,” do not assume that anything goes. Professors often do not state the limits of collaboration explicitly. It is your responsibility to avoid crossing the line that turns collaboration into cheating. If you are not sure, ask the professor.

FABRICATION

Creating false information or data and presenting it as fact.
- Making up false quotes, statements, data, or sources.
- Improperly manipulating another’s data to support your own theories.
- Citing sources that were not used.
- Misrepresenting your academic accomplishments to instructors or employers.
- Making up false quotes, statements, data, or sources.

FACILITATION

Helping or attempting to help another student engage in academic misconduct.
- Giving unauthorized help on any exam or assignment when the instructor indicates otherwise.
- Giving test or assignment answers to students after such answers or information have been made available to you but before they have been provided to other students.
- Completing an assignment or exam on behalf of another student.

PLAGIARISM

Plagiarism is the most common form of cheating. It involves using another person’s original words, ideas, or research, including Internet material, without proper credit.
- Failing to cite all sources used.
- Using another author’s sentence or phrase structure without proper citation.
- Paraphrasing another author without crediting the author.
- Using another author’s ideas without proper citation (e.g. footnotes, endnotes, etc.).
- Using another’s original work (writing, art, music, mathematics, computer code, or scientific work) in whole or in part without crediting that person.
- Stating facts that are not common knowledge without citing the source.

MULTIPLE SUBMISSIONS

If you want to submit a single paper for credit in two different classes (in the same or in different quarters), you must obtain permission of both professors in advance.

BEHAVIORAL CONDUCT

Admission to the University of Washington Bothell carries the responsibility to respect the rights, privileges, and property of other members of the University community and refrain from any conduct that interferes with University functions or endanger the health, welfare, or safety of other persons.

WHAT IS BEHAVIORAL MISCONDUCT?

Behavioral misconduct includes but is not limited to
- Disruption or obstruction of University teaching or administrative functions.
- Damaging or misusing university or personal property on university premises.
- Physical or emotional abuse.
- Threats intended to create bodily harm or endanger the health or safety of others.
- Possession of firearms, explosives, or weapons.
- Sexual offenses such as rape, sexual assault, sexual harassment, stalking, and interpersonal or relationship violence
- Hazing or conspiracy to engage in hazing.
- Unlawful possession, use or distribution of alcohol or controlled substances, including illicit drug use and marijuana.

THE UW BOTHELL CONDUCT PROCESS

Student conduct at the University of Washington challenges students to reflect on their actions, decisions, and impacts in an educational and developmental experience that promotes integrity in an inclusive environment. This is accomplished through three learning outcomes:
- Engage – join in the process to share their experiences and learn expectations
- Reflect – consider their impact and apply that to future thinking
- Develop – learn about their decisions and the resources available

All members of the University community share responsibility for reporting all suspected incidents of student misconduct. Incidents may be reported online: www.uwb.edu/studentaffairs/studentconduct. Information on the conduct code and process may be reviewed online at the above link as well.
Instructors who suspect a student enrolled in their class of academic misconduct may have a meeting with the student to discuss their suspicions. During this meeting, the instructor may

- Share evidence with the student, and explain how their conduct appears to violate the Student Conduct Code and/or the instructor’s policies
- Offer the student an opportunity to dispute the allegation, and
- Provide the student with multiple options. If after meeting with a student the instructor is convinced that academic misconduct occurred or that a report should be filed with student conduct, the instructor will submit an incident report. The Vice Chancellor for Academic Affairs’ Representative for Student Conduct will inform the student in writing that an incident report has been received and will ask the student to participate in an investigative interview.

INVESTIGATIVE INTERVIEW

Students are asked to participate in an investigative interview by the Vice Chancellor’s representative in an effort to understand the student’s perspective on the reported allegation. Students found responsible for violating the Student Conduct Code may be required to provide restitution, may receive a disciplinary reprimand, disciplinary probation, suspension, or dismissal. They may also request an administrative review of the initial order according to procedures established in the Code. Records of all disciplinary actions and appeals are retained in the Division of Student Affairs Office for a period of seven years or more, as determined by the records retention requirements.

DISCIPLINARY SANCTIONS

The University of Washington Bothell fosters a developmental approach to student conduct. The following disciplinary sanctions prescribed by the Student Conduct Code are typically supplemented by creative learning opportunities unique to each student and their developmental state.

Disciplinary reprimands: written notification that the student has not met the University’s standards of conduct, and that a repeated offense will result in more severe disciplinary action. It is not the case that first offenses automatically receive a warning; most first offenses receive a stricter response, with warnings reserved for cases with unusual mitigating circumstances.

Restitution: requirement that the student compensate the University or other persons for damages, injuries, or losses. Failure to comply results in canceled registration and a hold on future registration.

Disciplinary Probation: an action that places conditions on the student’s continued attendance at the University, including the statement that further violation of University policies will likely result in suspension or dismissal. The term and conditions of academic probation are contingent on the conduct offense, student conduct history, and any mitigating circumstances. First lower-level offenses often result in probation.

Suspension: a notification to the student that attendance at the University of Washington has been suspended for a specified period of time (e.g., one quarter). The statement includes the term of the suspension and conditions for readmittance, if any.

Dismissal: a written statement from the president’s delegate notifying a student that his or her attendance at the University has been permanently terminated for violating University policy. Although the prospect of dismissal may seem the most serious consequence, there are other implications that may affect you beyond graduation.

POTENTIAL IMPLICATIONS OF MISCONDUCT FOR THE STUDENT

Misconduct may have implications beyond a single incident. For example, some student employment positions require applicants to be in good standing with UW Bothell. When graduated you may be required to provide a statement from the University attesting to your good conduct during application to medical, law, or other professional schools. Likewise, some places of employment, including secret-service-level government jobs often require a conduct check as part of the background process.

AVOIDING MISCONDUCT

Common patterns in student behavior that increase stress and the temptation to cheat include: falling behind in coursework or leaving large projects until the last minute; working too many hours leaving little time to keep up with courses; taking too many difficult courses at one time; or health problems that distract from studies and interfere with concentration. You are expected to live up to the University’s standards of academic honesty no matter what temptations you face. These standards require that you clarify assignments and procedures with your instructors, that you study diligently, and that you seek help when you need it. Remember there are resources available to you if you are facing a challenge or personal emergency.

Did You Know?

The oldest Doug Fir trees in the campus forest are nearly 100 years old.
THE STUDENT CONDUCT CODE

A complete copy of the regulations, WAC 478-121-010, Standards of Conduct and Student Governance Chapters 209 and 210 are available online and from the UW Bothell Division of Student Affairs Student Conduct Office.

A complete copy of the regulations, WAC 478-121-010, Standards of Conduct is available online and from the UW Bothell Division of Student Affairs Student Conduct Office.

WAC 478-121-010 STANDARDS OF CONDUCT

The University of Washington is a public institution responsible for providing instruction in higher education, for advancing knowledge through scholarship and research, and for providing related services to the community. As a center of learning, the university also has the obligation to maintain conditions conducive to the freedom of inquiry and expression to the maximum degree compatible with the orderly conduct of its functions. For these purposes, the university is governed by rules, regulations, procedures, policies, and standards of conduct, including this conduct code, that safeguard its functions and protect the rights and freedoms of all members of the university community.

IMPORTANT NOTES ABOUT THE CONDUCT CODE

The conduct code applies to all students from the time of admission through the actual conferral of a degree, including any period between terms of enrollment.

EXAMPLES OF PROHIBITED CONDUCT

Some examples of misconduct include, but are not limited to:

• Abuse of others. Abuse of others includes assault and other forms of physical abuse of any person, or any conduct intended to threaten bodily harm or to endanger the health or safety of any person.

• Abuse of the student conduct process. Abuse of the student conduct process includes:
  • Knowingly making false allegations of misconduct under this conduct code;
  • Attempting to coerce a person not to make a report or to participate in proceedings under this conduct code;
  • Attempting to influence the impartiality or participation of a member of a university disciplinary committee or the faculty appeal board, any conduct officer, or any reviewing officer; or
  • Influencing or attempting to influence another person to commit an abuse of the student conduct process.

• Academic misconduct.

• Acts of dishonesty.

• Aiding, solicitation, and attempt.

• Alcohol violations.

• Computer abuses.

• Creating a public nuisance in neighboring communities.

• Discriminatory harassment.

• Disruption or obstruction.

• Domestic violence.

• Drug violations.

• Failure to comply.

• Harassment or bullying.

• Hazing.

• Indecent exposure.

• Possession or use of firearms, explosives, dangerous chemicals, or other dangerous weapons.

• Relationship violence.

• Retaliation.

• Sexual assault.

• Sexual exploitation.

• Sexual harassment.

• Stalking.

• Theft.

• Unauthorized keys, entry or use.

• Unauthorized recording.

• Vandalism.

• Violation of disciplinary sanctions.

• Violation of law.
School of Business

UW1—381
425.352.5113
www.uwb.edu/business

For details on Admission Requirements, visit:
www.uwb.edu/babusiness/admission-requirements

UNDERGRADUATE PROGRAM

The University of Washington Bothell’s bachelor’s degree program in Business Administration is uniquely suited to prepare students for the challenges and opportunities facing businesses in the Puget Sound region. The program provides a solid foundation in business theory, as well as critical thinking, business ethics, teamwork, and communication skills.

Whether you are seeking employment in the business world or looking to improve your current knowledge and skills, the UW Bothell School of Business can help you reach new levels of personal and professional success.

You may pursue an Option or a Concentration.

The Business Administration degree program is offered in two locations: the UW Bothell campus and the Eastside Leadership Center (ELC) at Bellevue College.

BUSINESS ADMINISTRATION | BOTHELL CAMPUS

CORE COURSES

Core Courses are designed to provide students with a strong base of business knowledge in essential fields of study. Six 300-level courses are the foundation for advanced study and should be taken during the student’s first year in the major.

• BBUS 300—Organizational Behavior, Ethics and Inclusivity (5 credits/counts for DIV credit)
• BBUS 307—Business Writing (5 credits)
• BBUS 310—Managerial Economics (5 credits/counts as W course)
• BBUS 320—Marketing Management (5 credits)
• BBUS 340—Operations and Project Management (5 credits)
• BBUS 350—Business Finance (5 credits)

CAPSTONE COURSES

Capstone courses integrate learning and challenge students to analyze and resolve managerial problems, develop policies, and deal with major issues and changes affecting business in a global environment. Students generally take these two courses during the final quarters of their program.

• BBUS–470 Business Policy and Strategic Management (5 credits)
• BBUS–480 Global Environment of Business (5 credits)

GENERAL ELECTIVES

For Options, students are required to complete 5-20 credits of upper division elective. For the concentration, 30 credits of upper division are required. Electives may be used to complete a second Business concentration. These electives for the Options or Concentrations may be coursework chosen from any program.
ACCOUNTING OPTION

Business majors at the University of Washington Bothell can choose to pursue a formal option in Accounting. Demand for accountants is extremely high as businesses work to plan, manage, and control their operations. Well-educated accountants with strong ethical values are needed to help prevent the types of practices that led to scandal in such well-publicized cases as Enron and WorldCom.

REQUIREMENTS

Forty-five credits in 300 and 400-level accounting courses are required to complete the Accounting Option, including seven required accounting courses and two accounting option electives courses.

ADMISSIONS REQUIREMENTS:

2.5 in each prerequisite accounting course AND
3.0 cumulative GPA across all prerequisite Accounting courses

ACCOUNTING CERTIFICATION PREPARATION

After completing the two-year Accounting Option, students are eligible to take the Certified Management Accountant (CMA) exam. Students who wish to become a Certified Public Accountant (CPA), however, should plan on spending three years in the program. To take the CPA exam, a student needs a minimum of 225 quarter hours or five years of college (a master degree is not required).

In addition to public accounting, the Accounting Option will thoroughly prepare students for careers in private, government, and non-profit accounting. The curriculum is designed to enable graduates to fill a number of corporate positions such as internal auditor, managerial accountant, and tax accountant. Graduates will also be prepared to serve in government positions such as tax examiner, budget analyst, and government auditor.

ACCOUNTING

45 CREDITS

BBUS 361
Intermediate Accounting I
BBUS 362
Intermediate Accounting II
BBUS 363
Intermediate Financial Accounting III
BBUS 373
Cost Accounting
BBUS 411
Auditing Theory & Practice
BBUS 450
Federal Income Taxation
BBUS 435
Accounting Information Systems
Choose 2 Accounting option electives
See Program Plan or Website for Complete Listing

LEADERSHIP AND STRATEGIC INNOVATION OPTION

Business majors at the University of Washington Bothell can choose to pursue a formal option in Leadership and Strategic innovation (LSI). The Leadership and Strategic Innovation (LSI) option will engage students in a rigorous study of leadership, strategy, and innovation. Students will graduate ready to lead teams, manage innovation, and inspire employees. LSI graduates can go on to become project leads, managers, consultants, business development leads, HR analysts, market analysts, sales managers, entrepreneurs, and much more.

REQUIREMENTS

Thirty-five credits in 300 and 400-level leadership and strategic innovation courses are required to complete the Leadership and Strategic Innovation option, including five leadership and strategic innovation required courses and two leadership and strategic innovation elective courses.

ADMISSIONS REQUIREMENTS

A minimum grade of 3.0 in
• BBUS 300
• BBUS 307

LEADERSHIP AND STRATEGIC INNOVATION OPTION

35 CREDITS

B BUS 402
Managing Work Teams
B BUS 461
Business, Government, and Society
B BUS 473
Leadership and Decision Making
B BUS 475
Managing Innovation
B BUS 476
New Technology and Future Markets
—or—
B BUS 477
Human Resource Management
Choose 2 Leadership and Strategic Innovation option electives
See Program Plan or Website for Complete Listing

Did You Know?

The Makerspace is a place where all students can work in teams and individually around curricular projects and contains equipment such as a 3D printer, a universal laser cutter system and more!
**MARKETING OPTION**

Business majors at the University of Washington Bothell can choose to pursue a formal option in Marketing. The Marketing option prepares students to thrive in customer-centric organizations with a blend of analytical thinking, experiential learning and professional experiences. Identifying, delivering, communicating and sustaining value to the target customer is fundamental to success in a competitive environment. What that means changes constantly in a technology-mediated, globally informed, and socially constructed landscape. Marketing students are business professionals who thrive in entrepreneurial ventures and large corporations alike.

**REQUIREMENTS**

Thirty credits in 300 and 400-level marketing courses are required to complete the Marketing option, including three required marketing courses and three marketing electives courses.

**ADMISSIONS REQUIREMENTS**

Admission to the Marketing Option is open to all current University of Washington Bothell Business majors.

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**SUPPLY CHAIN MANAGEMENT OPTION**

Business majors at the University of Washington Bothell can choose to pursue a formal option in Supply Chain Management. The Supply Chain Management option provides students the ability to manage suppliers across globally distributed locations, to procure the right materials, at the right time, at the right quality, and at the lowest cost to meet company objectives. Graduates can go on to work as buyers, operations managers, forecasting analysts among many things.

**REQUIREMENTS**

Forty credits in 300 and 400-level supply chain management and select elective courses are required to complete the Supply Chain Management option, including six required supply chain management courses and two electives courses.

**ADMISSIONS REQUIREMENTS**

A minimum grade of 3.0 in each of the following courses:

- Calculus
- Statistics
- BBUS 340 – Operations & Project Management
STUDY CONCENTRATIONS

After completing the core business courses, students choose four to five business courses (20-25 credits) in one of six specialized concentrations, or they select advanced courses that best fit their interests and needs for a self-directed concentration. The study concentrations are as follows:

• **Finance** provides advanced knowledge and skills in the critical areas of corporate finance, investment management, and management of financial institutions.

• **Management** examines a variety of elements that determine the performance and success of organizations: individual behavior and motivation; teams and teamwork; organizational systems, structure, and design; competition and strategy; and interaction with government and other external stakeholders.

• **Management information systems (MIS)** provides students with technical and business skills to solve business problems in technology-based environments. Students learn to analyze and design effective information systems, successfully manage software projects, and maximize online customer experiences.

• **Marketing** focuses on developing coordinated programs to successfully manage a company’s relationship with its target customers in order to meet its strategic goals in a capacity-constrained environment.

• **Retail Management Concentration** provides students with a solid concentration of theory important to the retail management discipline, with merchandise acquisition, strategic retail promotion, retail operations, and supply management. They will also gain an understanding of cutting edge uses of technology in retail management.

• **Technology and Innovation Management** emphasizes analytical frameworks and tools for effectively managing innovation throughout the firm.

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Did You Know?

Benjamin Boone, a descendent of Daniel Boone, bought the land currently occupied by UW Bothell in the early 1920s. His grandson, Jeff Truly, still works on this land as a Facility Services Maintenance Mechanic.
The Finance, Management, and Marketing Concentrations are offered in both day and evening classes. Technology and Innovation Management and Retail Management Concentrations are available in day classes only. The Management Information System Concentration is offered either day or evening.

Although a Business concentration is not required to meet graduation requirements for a Bachelor of Arts in Business Administration degree, it enables students to structure their studies around a specialized field of study. Concentrations are informal and not posted on your transcript or your diploma. However, if you complete all the requirements for a concentration, you may state it on your resume.

Below is a list of the courses required for each concentration. Each concentration requires 4 or 5 courses (20-25 credits). All concentration courses must be taken at UWB unless a transfer course is approved by petition to the faculty.

<table>
<thead>
<tr>
<th>Technology &amp; Innovation Management (TIM)</th>
<th>Management</th>
<th>Marketing</th>
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<tbody>
<tr>
<td><strong>20 Credits</strong></td>
<td><strong>20 Credits</strong></td>
<td><strong>20 Credits</strong></td>
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<tr>
<td>BBUS 475 Managing Innovation</td>
<td>BBUS 472 Managing Employees</td>
<td>BBUS 423 Market Intelligence</td>
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<tr>
<td>BBUS 476 New Technology &amp; Future Markets</td>
<td>BBUS 473 Leadership and Decision Making</td>
<td>BBUS 438 Marketing Management Laboratory (Capstone)</td>
</tr>
<tr>
<td>Choose 10 credits from a variety of 300-400 level TIM electives</td>
<td>Choose 10 credits from a variety of 300-400 level Management Electives</td>
<td>Choose 10 credits from a variety of 300-400 level Marketing Electives</td>
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<thead>
<tr>
<th>Management of Information Systems (MIS)</th>
<th>Finance</th>
<th>Retail Management</th>
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<tbody>
<tr>
<td><strong>25 Credits</strong></td>
<td><strong>20 Credits</strong></td>
<td><strong>20 Credits</strong></td>
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<tr>
<td>BBUS 330 Information Management &amp; Analysis</td>
<td>BBUS 451 Financial Policy &amp; Planning</td>
<td>BBUS 445 Merchandise Acquisition</td>
</tr>
<tr>
<td>CSS 143 or CSS 173 Fundamentals of Programming Theory</td>
<td>BBUS 453 Financial Institutions &amp; Markets</td>
<td>BBUS 446 Strategic Retail Promotion</td>
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<tr>
<td>CSS 360 Software Engineering</td>
<td>BBUS 454 Investments</td>
<td>BBUS 447 Retail Operations and Supply Chain Management</td>
</tr>
<tr>
<td>BBUS 489 Digital Business Lab (Capstone)</td>
<td>Choose 5 credits from a variety of 300-400 Finance electives</td>
<td>BBUS 448 Retail Technology and Leadership</td>
</tr>
<tr>
<td>Choose 5 credits from a variety of 300-400 level MIS electives</td>
<td>See Program Plan or Website for Complete Listing</td>
<td>See your Program Plan or Website for Complete Listing</td>
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<td>See Program Plan or Website for Complete Listing</td>
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</table>
CONCENTRATIONS

STUDY CONCENTRATIONS: 40 CREDITS
After completing the core business courses, all students complete eight business courses of advanced concentration electives. To complete an informal specialized concentration, students can elect to complete four business courses (20 credits) in one or more of the areas of study: Entrepreneurship.

Options: Supply Chain Management.

www.uwb.edu/babusiness/bothellcampus/bothellconcentrations

CAPSTONE COURSE: 5 CREDITS
• ELC BUS 470: Business Policy and Strategic Management
The capstone course integrates learning and challenges students to analyze and resolve managerial problems, develop policies, and deal with major issues and changes affecting business in a global environment. Students generally take this course during the final quarters of their program.

MINORS IN BUSINESS ADMINISTRATION

OPEN TO ALL UW STUDENTS!
University of Washington students from all majors may earn a Minor in Business Administration at UW Bothell. Students enrolled at UW Seattle and UW Tacoma will be authorized for cross-enrollment in order to pursue the business minor. Interested students should discuss the feasibility of completing this minor with their major program adviser.

BUSINESS MINOR
www.uwb.edu/babusiness/minors/minor

PREREQUISITES
Prospective students must have a cumulative GPA of at least 2.70.
Prospective students must complete calculus prior to taking BBUS 310 a minimum grade of 1.7 in either B MATH 144, STMATH 124, or MATH 112

Before enrolling in the minor, prospective students must also achieve an overall GPA of 2.70 in the following prerequisite courses:
• Microeconomics
• Macroeconomics
• Statistics
• College Algebra (or higher)
• One quarter 200-level Accounting
A minimum grade of 2.0 is required in each course.

BUSINESS ADMINISTRATION | EASTSIDE LEADERSHIP CENTER PROGRAM
www.uwb.edu/babusiness/elcbabusiness

Day and evening classes at this UW Bothell satellite location are offered within a peer-cohort model and are taught by distinguished Bothell campus faculty.

Designed for students and working professionals who wish to complete their last two years of business studies in seven consecutive quarters, this Business Administration program accomplishes this through a combination of classes conveniently held two times a week, with occasional Saturdays.

The ELC facility is located off the 148th Ave NE exit of SR 520, near Microsoft.

Tuition for the Business Administration program at the ELC is the same as for the Business Administration program at Bothell.

PROGRAM OUTLINE

CORE CLASSES: 45 CREDITS
Core Courses are designed to provide students with a strong base of business knowledge in essential fields of study. Nine five-credit 300-level courses are the foundation for advanced study and should be taken during the student’s first year:
• ELC BUS 300: Organizational Behavior, Ethics and Inclusivity (5 credits/counts for DIV credit)
• ELC BUS 301: Business Statistics
• ELC BUS 310: Managerial Economics
• ELC BUS 320: Marketing Management
• ELC BUS 330: Information Management and Analysis
• ELC BUS 340: Operations and Project Management
• ELC BUS 350: Business Finance
• ELC BUS 380: Managing Work Teams
• ELC BUS 382: Business, Government and Society

Supply Chain Management Option, offered at the ELC.
www.uwb.edu/babusiness/bothellcampus/bothellconcentrations.

Did You Know?
Bothell has a “Town-Gown Loop” 2.7 mile route defined by boulders illustrating historic events around the area!
If all prerequisites have been completed satisfactorily, admission to the minor is guaranteed.

PROGRAM REQUIREMENTS
The business minor requires the completion of 25 credits of upper-division business courses. Three of the five courses in the business minor must be completed at UW Bothell. Courses include:

- BBUS 300 - Organizational Behavior, Ethics and Inclusivity (5 credits/counts for DIV credit)
- BBUS 310 – Managerial Economics
- BBUS 320 – Marketing Management
- BBUS 340 – Operations & Project Management
- One business elective at the 300-400 level

ECONOMICS MINOR
www.uwb.edu/babusiness/minors/economicsminor
Economics studies the institutions and arrangements that are used to create, protect, and allocate scarce resources that have alternative uses. It advances our understanding of the behavior of individuals, firms, governments and other organizations. Economics’ deep intellectual roots, rigorous analytical methods, and powerful ability to explain and evaluate social phenomena make it an exceptionally rewarding field of study.

PREREQUISITES
Prospective students must have:

- Minimum grade of 2.5 in Calculus and Statistics
- Minimum 2.7 prerequisite GPA
- Minimum 2.7 cumulative GPA

PROGRAM REQUIREMENTS
The Economics minor requires the completion of 25 credits. At least three of the courses must be completed at UW Bothell.

- BBUS 220 – Introduction to Microeconomics
- BBUS 221 – Introduction to Macroeconomics
- BBECN 300 – Quantitative Methods for Economics (5 credits)
- Two courses (10 credits) of Economics electives at the 300/400 level

RETAIL MANAGEMENT MINOR
www.uwb.edu/babusiness/minors/economicsminor

PREREQUISITES
Prospective students must have a cumulative GPA of at least 2.70.

Before enrolling in the minor, prospective students must also achieve a 2.70 in BBUS 201 Introduction to Business: If the prerequisite has been completed satisfactorily, admission to the minor is guaranteed.

PROGRAM REQUIREMENTS
The Retail Management minor requires completion of 30 credits.

- BBUS 300 – Organizational Behavior, Ethics and Inclusivity (5 credits/counts for DIV credit)
- BBUS 320 – Marketing Management
- BBUS 445 – Merchandise Requisition
- BBUS 446 – Strategic Retail Promotion
- BBUS 447 – Retail Operations and Supply Chain Management
- BBUS 448 – Retail Technology and Leadership

APPLYING TO A MINOR
To apply, see your major adviser to submit a “Change of Major” form to add the minor. For non-UW Bothell students, submit the original form to the Registrar’s Office at your home campus. Students must complete all the prerequisites before registering for any of the business courses.

UW Bothell, Box 358533
18115 Campus Way NE, Room 381
Bothell, WA 98011
Phone: 425.352.5113

You can also make an appointment with a School of Business Program Adviser to discuss the Minor.
INDEPENDENT STUDY & GUIDED INTERNSHIPS
If not required in the Options, credits may count towards the General Electives

B BUS 497 Guided Internship
www.uwb.edu/babusiness/intern-jobs
The UW Bothell School of Business is committed to providing students with the opportunity to earn internship credit for experiential learning in the business community. Well-designed and implemented internships contribute practical experiences to a student’s curricular education thus enriching their preparation for the workforce.

B BUS 499 Independent Study
www.uwb.edu/babusiness/independent-study
The UW Bothell Business program is committed to providing students with the opportunity to earn independent study credit for working closely with faculty on research projects. Well-designed and implemented independent study projects provide qualified students the opportunity to develop and conduct largely self-designed research projects in collaboration with campus faculty.

UNDERGRADUATE LISTSERVS
BUSINESS LISTSERV
All UW Bothell undergraduate Business students’ email addresses are registered to an email listserv for undergraduate Business majors. The School of Business sends important information about course schedules, advising information, workshops and program policies.

ACCOUNTING LISTSERV
All UW Bothell undergraduate Accounting students’ UW email addresses are registered to an email listserv for undergraduate Accounting majors. Information specifically for accounting majors are posted on this listserv including, Beta Alpha Psi news, course schedules and advising information.

FACEBOOK
Join our Facebook page to receive information on internship opportunities, job openings, student organization announcements, speaker series and other important events. Like us on https://www.facebook.com/uwbbusiness/

INSTAGRAM
Follow our Instagram page to receive information on admission deadlines, scholarship opportunities, mentorship edge program updates, student organization announcements, and other important events. Follow us on: https://www.instagram.com/uwbbusiness/

LEADERSHIP OPPORTUNITIES
BETA ALPHA PSI (BAP)
www.uwbbap.com
Beta Alpha Psi (BAP) is an honorary and professional organization for students of accounting at UW Bothell. The organization seeks to develop its members’ professionalism through career-oriented, social, and community activities.
Faculty Advisor: Professor Orchideh Raisdanai

DELTA SIGMA PI (DSP)
www.dspuwb.com
Delta Sigma Pi (DSP) is a professional co-ed fraternity that fosters the study of business. Through scholarship, professionalism, brotherhood, and community service, DSP emphasizes a well-rounded approach to professional development while creating meaningful connections with peers and companies.
Faculty Advisor: Prof. Codrin Nedita – cnedita@uw.edu

UWB FINANCE CLUB
www.linktr.ee/uwbfinanceclub
The UWB Finance Club helps students find a financial career path, develop leadership skills, and stay up-to-date on the latest financial developments. It connects members with financial services professionals and FMA alumni, and it supports the members’ further learning of financial markets.
Faculty Advisors: Andrea Anthony

BLOCKCHAIN SOCIETY AT UNIVERSITY OF WASHINGTON
uwb.presence.io/organization/blockchain-society
The Blockchain Society is a tri-campus club with a leadership board made up of interdisciplinary students from all three UW campuses. The goal of the organization is to connect students and industry through collaboration, education, and innovation around Blockchain technology.
**MANAGEMENT INFORMATION SYSTEMS CLUB (MISC)**

orgsync.com/177518/chapter

Management Information Systems Club (MISC) is the community guidebook for the MIS concentration. Our goal is to illuminate the objectives of the School of Business Information Systems Program and help UW students of any major or concentration better understand technology’s impact in today’s business environment.

**SUPPLY CHAIN MANAGEMENT CLUB (SCMC)**

orgsync.com/178117/chapter

The focus of the Supply Chain Management Club (SCMC) is to further the understanding and appreciation for Supply Chain Management and to promote beneficial relationships between students, faculty, and businesses, as well as between local, regional, and national professional SCM organizations.

Faculty Advisors: Professors Gulru Ozkan-Seely – gulru@uw.edu and Surya Pathak – pathaksd@uw.edu

**WOMEN IN BUSINESS AT UWB (WIB)**

orgsync.com/60507/chapter

The Women In Business Club (WiB) aims to promote, empower and support women to become stronger leaders and provide access and resources to further students’ academic, social, and professional development.

Faculty Advisor: Professor Carol Shaw – shawca@uw.edu

**BUSINESS HONORS**

**BETA GAMMA SIGMA HONOR SOCIETY (BGS)**

www.uwb.edu/mba/beta-gamma-sigma

Membership in Beta Gamma Sigma (BGS) is the highest recognition a business student can receive in an undergraduate or master’s business program at a school accredited by AACSB (The Association to Advance Collegiate Schools of Business). To be eligible for membership, undergraduate business students must be in the top 10% of the graduating class based on grades in UW Bothell courses. Students must complete a minimum of 50 credits at UW Bothell by the end of winter quarter to be eligible for that year. Students who qualify will be invited to an induction ceremony in Spring quarter.

**GRADUATE PROGRAMS**

UW Bothell Graduate Business Programs prepare students for business leadership, focusing on innovative business practices, globalization, entrepreneurship and ethical responsibility. World-class faculty provides students with strong analytical, research and business communication skills they need to successfully lead regionally and globally-engaged organizations.

**GENERAL MBA**

The University of Washington Bothell’s nationally ranked MBA programs identify and educate the next generation of leaders in the Pacific Northwest and beyond. Our students plan on becoming entrepreneurs who will revitalize existing businesses with state of the art knowledge and skills as well as entrepreneurs who will help create new businesses and services. The programs emphasize analytical thinking and problem solving grounded in business theory and best practices. Our core curriculum focuses heavily on critical thinking, teamwork, and communication skills.

UW Bothell became the first school to offer an MBA program focused on technology management in the Puget Sound region. In 2009, we started offering a Leadership MBA program in Bellevue, at the Eastside Leadership Center, to meet the needs of professionals and businesses in the Bellevue-Redmond and adjoining areas. UW Bothell is one of only two MBA programs in the state of Washington ranked by Bloomberg Business week.

**TECHNOLOGY MBA – BOTHELL**

The TMBA – Bothell Program is designed for professionals working in technology-driven industries. Students in this cohort-based program learn to strategically manage resources to create value through organic growth. Students come from a wide variety of educational backgrounds such as science, engineering, marketing, finance and operations. All share a vision of being a leader in a technology-centered enterprise. The TMBA – Bothell Program enables students to either emphasize intrapreneurship — creating innovative high-growth businesses within established organizations or entrepreneurship — creating new start-up businesses. TMBA – Bothell students participate in a capstone practicum that is taught by industry leaders who coach student teams to write viable business plans.

For more information about the TMBA – Bothell Program, visit these web sites:

Program Overview:
www.uwb.edu/mba/programs/tmba
LEADERSHIP MBA – EASTSIDE LEADERSHIP CENTER BELLEVUE

The LMBA—Bellevue Program is designed for aspiring leaders from diverse functional backgrounds and industries. The program provides students with the tools necessary to manage and lead. Students develop analytical competence, business acumen and emotional & social intelligence in order to effectively lead people in their organization. All students take common core classes and then customize their learning experience by choosing from five electives.

Program Overview:
www.uwb.edu/mba/programs/lmba

PHARMD/MBA CONCURRENT DEGREE PROGRAM – EASTSIDE LEADERSHIP CENTER, BELLEVUE

The PharmD-MBA concurrent degree program is a unique collaboration between UW School of Pharmacy and UW Bothell School of Business that brings together the top of executive education value with the top pharmacist training program in the region.

Student pharmacists at the University of Washington now have a tremendous opportunity to earn their PharmD and MBA degrees in just five years. The program, available to first-year students who are already in the PharmD program, weave MBA courses in with their pharmacy degree coursework, saving time and money.

Program Overview:
sop.washington.edu/pharmd/pharmd-mba/

MASTER OF SCIENCE IN ACCOUNTING

Eastside Leadership Center and Bothell

The MS in Accounting program provides foundational knowledge necessary for future CFOs and leaders of accounting firms. Students study fundamental accounting principles and develop advanced knowledge and critical-thinking skills. The program prepares students to evaluate global, social and ethical implications of business and accounting decisions. Evening courses accommodate working professionals. Flexible programming allows students to attend full or part time, and provides the credits needed to satisfy the fifth year educational requirement for CPA exam eligibility.

Program Overview:
www.uwb.edu/ms-accounting

BUSINESS PROGRAM OFFICE

ADMINISTRATION AND STAFF

Dean: Sandeep Krishnamurthy
Associate Dean – Undergraduate Programs, Bothell and Eastside Leadership Center (ELC) Bellevue: Deanna Kennedy
Associate Dean – Faculty Affairs and Research: Sandeep Krishnamurthy
Undergraduate Advisors – Undergraduate Program, Bothell: Beth Miguel Alipio, Christine Straight, Stephanie Le
Program Administrator, Undergraduate Program, Eastside Leadership Center:
Program Coordinator, Undergraduate Programs, Bothell: Lindsay Blackie
Program Coordinator, Undergraduate Programs, Eastside Leadership Center: Frank Pichinini

GRADUATE PROGRAMS AND STUDENT SERVICES

Associate Dean—Graduate Programs: Deanna Kennedy
Graduate Program Manager: Wai-San Leung
Graduate Recruiter & Admissions Counselor: Maye Kaur
Graduate Advisor: Jerry Vasquez

OFFICE HOURS

Monday to Thursday 9:00 am – 5:00 pm
Friday 9:00 am – 12:00 pm
Closed daily from 12:00 – 12:30 pm

Did You Know?

The Chase House, located just east of Campus Way NE near the south campus entrance, is on the National Register of Historic Places. It was built in 1885 and housed Bothell’s first doctor, Dr. Reuben Chase.
ABOUT

The First-Year and Pre-Major Program is the home for all pre-major students not yet admitted to their major. We are the first place to turn for all of your academic needs, from academic advising to scheduling classes and discussing your career goals. Our program gives you an inviting space to land as you begin your college experience and move toward your major.

MISSION

The FYPP mission is to support the successful transition to college of Pre-Major students and to provide the foundation on which they will continue scholarly and professional development.

GENERAL INFORMATION

FYPP courses are 100 level courses created to provide you with the skills to be successful in the 21st century workforce and to make meaningful contributions to your local, regional, and global communities.

The Discovery Core enables First Year students to begin fulfilling their UW General Education requirements while exploring their interests. These courses provide students with the tools to succeed in both their academic and professional lives as they learn how different forms of knowledge impact our communities, both local and global. Since real-world challenges are rarely divided into tidy disciplinary categories, our courses take an “interdisciplinary” approach to a common theme, integrating at least two areas of knowledge into one class (e.g., biology and business; computer science and philosophy; mathematics and literature).

Courses engage new students in a process of experiencing the richness of integrated learning, orients them to UW Bothell’s culture, develops and integrates their academic skills, and supports their sense of belonging to the university by building relations with peers and faculty mentors.

DISCOVERY CORE I (AUTUMN QUARTER)

The autumn DCI courses promote students’ transition into the university and familiarity with campus resources; the development of analytic skills like writing and communication, information literacy, quantitative literacy and academic integrity; and the practice of making connections with peers and the academic world. Topics include “The Practices and Politics of Yoga,” “Gender Under Construction,” “Head in the Cloud: Mapping and Imagining,” “Place and Displacement in the Americas,” “Understanding the Natural World at the Intersection of Art and Science,” “Energy in the Future,” and many more. Some are team-taught, some individually taught, but all of them will open your eyes to the richness of our complex world. These courses also count toward the UW general education requirements for graduation.

DISCOVERY CORE II – REFLECT, ENGAGE, EXPLORE

The winter and spring courses continue the work begun in the Autumn, building on the learning goals from Autumn term by connecting with campus resources, engaging with reflective practices, and collaborating in inclusive community. Some courses incorporate projects with community partners or develop research skills. Some of these courses include “Another World is Possible: Community Building through Socially Engaged Art,” “Lies, Damned Lies, and Statistics,” “Dam it! Water, Drought, and the American West,” and “Stuff Matters.” Students continue to explore areas of personal interest. These courses, like all the rest, count toward the UW general education requirements.

Did You Know?

Dick Truly, this land’s previous owner, was not only a rancher but also worked as an aeronautical engineer at Boeing. He used to commute to work via personal airplane from an “airstrip” in the cow pasture in, what is now, the campus wetlands.
Dick Truly, this land’s previous owner, was not only a rancher but also worked as an aeronautical engineer at Boeing. He used to commute to work via personal airplane from an “airstrip” in the cow pasture in, what is now, the campus wetlands.
B.A. IN EDUCATIONAL STUDIES

Everyone learns. How do we learn? What factors impact learning? What could learning look like? Why do schools look the way they do? How can they be improved? These are some of the big questions addressed in the B.A. in Educational Studies. Recognizing that Education does not occur in a vacuum, interdisciplinary concentrations are available to focus study in a career area of interest. This major is open to students who have passed (with a 2.0 or better) a college-level Composition class and who have completed at least 45 credits of college-level coursework.

An Elementary Education Option is available to prepare students to teach in Elementary school classrooms. This option requires the completion of a concentration in either Special Education or English to Speakers of Other Language (ESOL). Admission to the Elementary Education Option is capacity-constrained and successful completion of all coursework leads to recommendation for Washington State Residency Teacher Certification with endorsements in Elementary Education and either Special Education or ESOL, depending on concentration.

EDUCATION MINORS

WE OFFER THREE EDUCATION MINORS:

The Education and Society Minor helps students develop broad perspectives on the purposes and forms of education and schooling. Courses offered generally relate to the following themes:
- Education In a Democratic Society
- Knowing and Learning
- Children, Youth, and Their Families
- Racial, Ethnic, Cultural and Gender Diversity

The Teaching and Learning Minor introduces students to concepts foundational to teaching and learning to support students in creating engaged learning environments both within and outside of the classroom. Coursework in this minor can also be used to count toward required coursework in the postbac program.

DIVERSITY MINOR

The Minor in Diversity Studies is an option for students who want to explore key concepts related to power, identity, and difference, and to understand how historical and structural relations of power and difference shape social relations.

Co-administered between the School of Interdisciplinary Arts and Science and the School of Educational Studies at UW Bothell, the minor integrates theoretical and practical approaches to the study of diversity. It is designed to enable students to transform the worlds they live in now and will move into after graduation.

ELEMENTARY EDUCATION TEACHER CERTIFICATION POST-BACCALAUREATE PROGRAM

This 4-quarter, full-time, day program is designed for students who are interested in earning elementary teacher certification to teach in an elementary school via the following pathways:
- Earning a Bachelor’s degree in a different program and then adding elementary teacher certification through the post-bac program (UW Bothell students can frequently overlap the final quarter of their senior year with the first quarter of the post-bac program),
- Completing the Bachelor of Arts in Educational Studies, and then adding elementary teacher certification through the post-bac program (some courses taken for the Educational Studies B.A. can be used towards the K-5 post-bac program),
- Those who have already completed a Bachelor’s degree can apply to come back to school and earn elementary teacher certification through this post-bac program.
SECONDARY TEACHER CERTIFICATION POST-BACCALAUREATE

The School of Educational Studies has approved a temporary suspension of admissions to the Secondary Teacher Certification Post-Baccalaureate. The program will be paused for two years (2022-2023; 2023-2024). Currently-enrolled students are not affected. This program is designed for students who have earned a Bachelor’s degree in a subject-area major and would like to teach middle level or high school students. We are reevaluating a program delivery model that will best serve our students, local school districts, and community. Please check back for further updates as they become available.

Did You Know?

UW Bothell has several experts who can be contacted for students doing research in subjects ranging from education policy, environmental science, and more!
The School of Interdisciplinary Arts & Sciences (IAS) offers sixteen degree programs: fourteen Bachelor of Arts degrees and options as well as two Bachelor of Science in Conservation & Restoration Science and Earth System Science. IAS also offers several minors available to all UW students. Information on these programs is listed below. For additional questions, students are encouraged to review the IAS website (uwb.edu/IAS) or email iasadv@uw.edu. Student Services & Advising Office is located in UW1—360 and the phone number is (425) 352-5350.

BACHELOR OF ARTS DEGREES
IAS offers fourteen Bachelor of Arts Degrees and Options:
• American & Ethnic Studies
• Psychology
• Culture, Literature & the Arts
• Environmental Studies
• Gender, Women & Sexuality Studies
• Global Studies
• Interactive Media Design (Jointly administered by IAS and STEM)
• Individualized Study
• Interdisciplinary Arts
• Law, Economics & Public Policy
• Mathematical Thinking & Visualization
• Media & Communication Studies
• Science, Technology & Society
• Social Thought & Action

MINORS
IAS offers several minors available to all UW students.
• Creative Writing
• Diversity Studies (Jointly administered by IAS and Educational Studies)
• Ecological Restoration
• Gender, Women & Sexuality Studies
• Geographic Information System
• Human Rights
• Performance
• Policy Studies
• Science, Technology & Society
• Visual & Media Arts

BACHELOR OF SCIENCE DEGREE
IAS offers two Bachelor of Science Degrees:
• Conservation & Restoration Science
• Earth System Science (Jointly administered by IAS and STEM)

ADMISSIONS
To apply for the School of Interdisciplinary Arts & Sciences Bachelor of Arts or Bachelor of Science degree, students must complete the following admission requirements:
• Intermediate Algebra (High School or College, minimum grade of 2.0 if taken in College)
• World Languages (2 years in High School or 10 credits in College)
• English Composition (10 credits)
• Quantitative and Symbolic Reasoning (5)
• Students need to complete 10 credits in each Area of Knowledge if applying as a sophomore or 15 credits in each Area of Knowledge if applying as a junior. The Areas of Knowledge are: Visual, Literary and Performing Arts (VLPA), Individuals and Societies (I&S) and the Natural World (NW).

Most majors have no specific prerequisites. However, prerequisites for Psychology, Conservation & Restoration Science, Earth System Science, Environmental Studies, Law, Economics & Public Policy, Mathematical Thinking & Visualization are listed under the major information.
IMPORTANT POLICIES

AREAS OF KNOWLEDGE

25 credits must be completed in each Area of Knowledge: Visual, Literary & Performing Arts (VLPA), Individual & Society (I&S), and Natural World (NW). Multiply-designated courses cannot fulfill two Areas of Knowledge.

These credits may also fulfill major requirements.

INTERDISCIPLINARY PRACTICE AND REFLECTION (IPR)

The Interdisciplinary Practice and Reflection requirement ensures that all IAS students complete a minimum of 5 cr course that requires an advanced research, creative or experiential learning project before they graduate. These courses allow students to complete a project that draws on their academic interests and further their life ambitions.

Courses that satisfy the IPR requirement ask students to reflect on the value, challenges, and effectiveness of their work in relation to their undergraduate education as a whole.

Please check the updated list of courses that satisfy the IPR requirement at:
https://www.uwb.edu/ias/undergraduate/experiential/ipr

* All IAS students must complete a minimum of 5 credits of IPR. This requirement can be satisfied by one 5-credit course or multiple lower-credit courses. Students should talk with faculty members in their major and consult their degree web pages as they decide which of the courses listed above fit best with their academic training and life goals.

Because artifacts produced in these courses are ideal for inclusion in students’ capstone portfolios, the IPR requirement should be satisfied prior to BIS 499. Some of the courses listed above have prerequisites, applications processes, priority registration for specific majors, or other requirements for enrollment. Please check the IAS website and course catalog for details.

These credits may also fulfill major requirements.

Upper Division Credits – Students must complete a minimum of 48 credits at the upper division (300-400) level within the credits applying to their IAS major requirements.

Repeatable Courses – The majority of courses in IAS may be taken only once for credit. However, there are a few exceptions:

• Special Topics: BIS 293, BIS 393 and BIS 493 may EACH be taken up to 15 credits on different topics.

• “Topics” and “Issues” courses: the maximum number of credits (on different topics) varies. The maximum will be listed in the Time Schedule and online Course Catalog.

• Variable Credit: BIS 398 Directed Study, BIS 492 Senior Thesis and BIS 498 Undergraduate Research may be taken for a total of 15 credits COMBINED.

Non-Matriculated Status – The 68 IAS credits required for a student’s major must be completed in matriculated status. Courses taken in non-matriculated status will count toward electives only.

AMERICAN & ETHNIC STUDIES (AES)

How have culture and power shaped the diverse populations of the United States and the Americas?

American & Ethnic Studies investigates the social movements, migrations, and individuals that have created the cultures of the United States and the Americas. This major will help you develop a critical understanding of the categories that have shaped what has been included and excluded from the language of “American identity,” including race, ethnicity, gender, sexuality, and many more. Graduates are prepared for a variety of professions, for graduate programs in legal, cultural, and historical fields, or for careers in governmental, community-based, nonprofit and social justice organizations.

American & Ethnic Studies Major Requirements

Classes in this major are offered primarily during day time hours

• BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
• BISAES 305 Power, Dissent, and American Culture (5 credits)
• BIS 312 Approaches to Social Research OR BIS 340 Approaches to Cultural Research (5 credits, min grade 2.0)
• AES Courses (30 credits) to include a minimum of 5 credits from each of the following areas:
  • Historical Inquiry
  • Textual Interpretation
  • Critical Theory (no more than 10 total credits from the Critical Theory area can apply to the 30 credits of AES Courses)
• BIS 499 Portfolio Capstone (minimum grade of 2.5) (3 credits)
• Additional IAS Coursework (20 credits)

Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all AES major courses can be found online here:
www.uwb.edu/american-ethnic-studies/courses
PSYCHOLOGY (P)

The major introduces students to a range of domains, perspectives and questions of human experience, along with opportunities for exploring them through independent or collaborative research, social action, and/or critical reflection. Students are encouraged to evaluate how we come to understand human behavior and psychological processes, and to formulate critical questions about the field of psychology itself, including issues of power and human diversity. Students at UWB are encouraged to extend their knowledge of psychology to other fields of study and social contexts. While some students go on to pursue graduate study in clinical/counseling, or social work, others use psychological perspectives to inform their work in community development, health care, policy work, media and communications, business, education, and other fields.

Recommended Preparation

If you would like to explore the major, consider taking one of the below courses. Any of these selections will help familiarize you with the academic program and prepare you for advanced coursework in the major.

BIS 170 Introduction to Psychology
BIS 215 Understanding Statistics
BIS 220 Developmental Psychology
BIS 222 Introduction to Human Sexuality
BIS 225 Social Psychology
BIS 270 Abnormal Psychology

iii. Psychology Major Prerequisite:
BIS 170 Introduction to Psychology (or equivalent) and BIS 215 Understanding Statistics (or equivalent)

iv. Psychology Major Requirement
BIS 300 Interdisciplinary Inquiry-min. 2.0 grade (5 credits)
One Psychology Core Courses from the following list- min.2.0 grade (5 credits)
BISPSY 343 Community Psychology
BISPSY 348 Cultural Psychology
BISPSY 337 Risk and Resilience

Or
BISPSY 350 Intergroup Relations

Methods Course: BIS 312 Approaches to Social Research
Psychology Course (20 credits)
Psychology Electives (10 Credits)
BIS 499 Portfolio Capstone- min. 2.5 grade (5 credits)
Additional IAS Coursework (20 credits)

Within the credits taken in the IAS curriculum, students must complete 5 credits of Interdisciplinary Practice & Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course or multiple lower-credit courses.

A list of all Psychology major courses can be found online: www.uwb.edu/community-psychology/courses

CULTURE, LITERATURE & THE ARTS (CLA)

How do literature and the visual and performing arts travel across cultures?

Culture, Literature & the Arts focuses on forms of culture that communicate complex human values: literature, visual and performing art, film and new media, history, anthropology, philosophy and religion. You will learn about the arts, humanities and cultural studies; about expressive practices such as painting, writing, dance, photography and sculpture, story-telling, acting, film, and digital arts; and about how interpretation of these practices differ across locales and histories. Your education can prepare you for graduate school, or careers in publishing, public relations or public service, especially in the context of community and public arts organizations.

Culture, Literature & the Arts Major Requirements

• BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
• Culture, Literature and the Arts Core (5 Credits)
  • BISCLA 318 Performance, Identity, Community and Everyday Life
  • BISCLA 380 Arts in Context
  • BISCLA 384 Literary and Popular Genres
• CLA Courses (35 credits)
• 20 credits of Additional IAS Coursework
• BIS 499 Portfolio Capstone (minimum grade of 2.5, 5 credits)

Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all CLA Major courses can be found online here: www.uwb.edu/culturelitarts/courses

Did You Know?

A chart of all clubs can be found online and in the ARC building.
ENVIRONMENTAL STUDIES (ENST)

Do you want to act critically and creatively in response to today’s environmental challenges?

Environmental Studies teaches you to integrate environmental knowledge across the natural and social sciences, as well as the arts and humanities. Hands-on learning, field experiences and problem-based instruction focus on finding answers to complex problems that include scientific, social, political, cultural and ethical dimensions. Environmental Studies prepares you for a career in management, planning, advocacy, communications or policy making.

Lower Division Prerequisites

• Students can apply to the major with one introductory Environmental Studies course. Please check with your advisor on the admission requirements.

Classes in this major are offered primarily during day time hours.

Environmental Studies Major Requirements

Core Courses (20 credits):

• BIS 300 Interdisciplinary Inquiry (5 credits): minimum 2.0 grade
• One course in Philosophical Foundations (5 credits)**
• One course in Political Economy/Environmental Justice (5 credits)**
• One course in Ecology or Earth Systems (5 credits)**

Distribution Requirements in Environmental Studies (total 40 credits; 2 courses in each of four categories; Must be additional to any core courses taken.)

• Research Methodologies (10 Credits)
• Environmental Humanities (10 Credits)
• Environment and Society (10 credits)
• Environmental Science and Geography (10 Credits)

IPR and Portfolio Requirements (10 credits)

IPR (5 credits)
BIS 499 Portfolio Capstone- min. 2.5 grade (5 credits)

PATHWAY REQUIREMENTS

Sustainability and Society (S&S)

10 Credits of Sustainability Focus courses

• BIS 240 Introduction to Sustainable Practices (5 credits)
• BIS 392 Water & Sustainability (5 credits)
• BIS 396 Topics in Sustainability (5 credits)
• BIS 459 Conservation & Sustainability Development (5 credits)
• BIS 468 Human Rights and Sustainable Development (5 credits)

CONSERVATION SCIENCE & MANAGEMENT PATHWAY (CSM)

10 credits of Core Requirements

• BIS 342 Geographic Information Systems (5 credits)
• BES 485 Conservation Biology (5 credits)

20 Credits of Distribution Requirements (both pathways)**

• Environmental Science (5 credits)
• Methods & Practice (5 credits)
• Society & Environment (5 credits)
• Policy & Management (5 credits)

Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all Environmental Studies Distribution courses can be found online here:
www.uwb.edu/environmentalstudies/esrequirements.

GENDER, WOMEN & SEXUALITY STUDIES (GWSS)

Gender, Women, & Sexuality Studies provides students with an integrated and effective pathway for investigation questions of gender and sexuality in relation to other forms of social difference such as race, ethnicity, nationality, class, age, and ability. The major will enable students to analyze and address issues of gender, sexuality, and social difference at personal, institutional, and structural levels. A major in Gender, Women, & Sexuality Studies enhances career options in arts areas, social services, community based non-profit organization, and a variety of business areas where demonstrating a capacity to work with diverse communities is an asset, as well as to provide a pathway to graduate study in related fields.

Gender, Women & Sexuality Studies Major Requirements

Classes in this major are offered primarily during day time hours

Did You Know?
The campus landscape has been cared for organically, without the use of pesticides, herbicides, or synthetic chemical fertilizers, since 2006.
Global Studies (GST)

How do local and global beliefs, events and institutions travel across and structure the world we live in today?

Global Studies explores the ways in which nations, markets, environments and religions interact to shape our world. You can pursue your interests across fields of history, political economy, human rights, anthropology, sociology, cultural and media studies, and environmental science. Graduates are well-equipped for careers or advanced study in public policy, business, international relations, community and non-governmental organizations, law, education, media and cultural studies, and area studies.

Global Studies Major Requirements

- BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
- Global Studies Core (5 Credits)
  - BISGST 303 History and Globalization
- GST Skills Course (5 credits)
  - BIS 312 Approaches to Social Research
  - BIS 215 Understanding Statistics
  - BIS 340 Approaches to Cultural Research
  - BIS 342 Geographic Information Systems
  - BES 301 Science, Methods and Practice
- GST Courses (30 credits)
- 20 credits of Additional IAS Coursework
- BIS 499 Portfolio Capstone (minimum grade of 2.5, 5 credits)

Within the credits taken in the IAS curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all GST Major Courses can be found online here: www.uwb.edu/globalstudies/courses

Interdisciplinary Study (BA)

For more information, please visit www.uwb.edu/interdisciplinary-studies

Interdisciplinary Arts (IA)

How can you influence and learn about the world through the creation of art?

Interdisciplinary Arts links written, visual, media and performing arts, and explores the meaning and potential of arts-making across diverse social and cultural settings. Coursework includes studios, workshops, seminars and community-based projects. Hone your skills as an arts practitioner while drawing connections between cultural and media studies; environmental, disability, health and policy issues; and community and educational development. Graduate become independent artists, build careers in arts and cultural industries as curators and administrators, and develop arts-based projects in a range of employment sectors, including health, media and education.

Interdisciplinary Arts Major Requirements

Classes in this major are offered primarily during day time hours.

- BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
- BIS 499 Portfolio Capstone (minimum grade of 2.5, 5 credits)
- Interdisciplinary Arts Core (5 Credits)
  - BISIA 319 Interdisciplinary Arts
- Arts Studio or Workshop Courses (15 credits)
- IA Courses OR Arts Studio or Workshop courses (20 credits)
- 20 credits of Additional IAS Coursework

Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all IA Major Courses can be found online here: www.uwb.edu/interdisciplinaryarts/courses
**LAW, ECONOMICS & PUBLIC POLICY (LEPP)**

What do you need to know to effectively participate in legal and policy processes and decisions?

Law, Economics & Public Policy explores how legal institutions shape policy decisions, and how political and economic contexts influence the creation of the law. Students learn to analyze legal and policy problems, alternatives, and consequences. They engage with policy areas such as the environment, education, social advocacy, and human rights. Graduates go on to careers in non-profit organizations, policy analysis think-tanks, and local, state, and federal government, as well as further graduate study in law, policy studies, public policy, and management, among other fields.

**Lower Division Prerequisites**

1. One course in Microeconomics (BIS200/B BUS 220, ECON 200 or equivalent)
2. One course in American Government or American Politics (BIS 175, BIS 280, POL S 202 or equivalent)

**Law, Economics & Public Policy Requirements:**

Classes in this major are offered primarily during day time hours.

- BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
- LEPP Core (10 credits)
  - BISLEP 301 Law, Economics & Public Policy
  - BISLEP 302 Introduction to Policy Analysis
- LEPP Methods (10 credits)
  - BIS 215 Understanding Statistics
  - Other Skills/Methods course(s)
- Policy Foundation Courses (10 credits)
- Policy Foundation OR Policy Problem courses (10 credits)
- 20 credits of Additional IAS coursework
- BIS 499 Portfolio Capstone (minimum grade of 2.5, 5 credits)

*Within the credits taken in the IAS curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course or multiple lower-credit courses.*

A list of all LEPP major courses can be found online here: www.uwb.edu/law-economics-public-policy/courses

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**MATHEMATICAL THINKING & VISUALIZATION (MTV)**

Mathematical Thinking & Visualization (MTV) draws on mathematics, statistics, and visual studies to develop new practices and tools for discovering, analyzing, and representing data. The major allows students to link mathematical thinking – the ability to recognize mathematical forms in relation to real-world phenomena – and data and information visualization – the ability to communicate and think about data in visualized form across contexts. Students graduating with an MTV major may enter into the wide variety of fields focused on data analysis and visualization, including statistics, visual analytics, and geographic information systems and sciences.

**Lower Division Prerequisites**

- One quarter of calculus
- One quarter of introductory statistics

**MATHEMATICAL THINKING & VISUALIZATION MAJOR REQUIREMENTS (MTV)**

- BIS 300 Interdisciplinary Inquiry - min. 2.0 grade (5 credits)
- Understanding Art Forms (5 credits)
- BIS 232 Visualizing Quantitative Data (5 credits)
- BIS 231 Linear Algebra (5 credits)
- Mathematical Reasoning Courses (10 credits)
- Visualization Practice and Methods Courses (10 credits)
- Mathematical Reasoning Course OR Visualization Practice and Methods Course (5 credits)
- BIS 499 Portfolio Capstone - min. 2.5 grade (5 credits)
- Additional IAS Coursework (20 credits)

*Within the credits take in the IAS curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course or multiple lower-credit courses.*

A list of all MTV courses can be found online here: www.uwb.edu/mathematical-thinking-visualization

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**MEDIA & COMMUNICATION STUDIES (MCS)**

How does the practice and criticism of media influence society, culture and science?

Media & Communication Studies combines a rich grounding in media and communication theory and history with hands-on opportunities to engage in media practice and production. Become a critical practitioner by developing the intellectual capacities and practical skills needed to communication through new media formats. The coursework integrates theory and practice through media production workshops, classroom seminars and community-based projects.

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**Did You Know?**

We have one of the first free food gardens in Washington State’s schools.
Media & Communication Studies Requirements
Classes in this major are offered primarily during day time hours.
• BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
• Media and Communication Core (5 credits)
  • BISMCS 333 Media and Communication Studies
• Communication Practice & Media Production (10 credits)
• MCS Tier One courses (15 credits)
• MCS Tier One, Tier Two or Communication Practice & Media Production courses (10 credits)
• 20 credits of Additional IAS Coursework
• BIS 499 Portfolio Capstone (minimum grade of 2.5, 5 credits)

Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all MCS Courses can be found online here: www.uwb.edu/mediacommunication/courses.

Science, Technology & Society (STS)
How have the fields of science and technology evolved over time, and what does the future hold? How should societies manage those fields to achieve just and sustainable communities?

Science, Technology & Society offers an integrated approach to science and technology, and their relationships to culture, history, and society. You will work with faculty members trained in disciplines ranging from biology and mathematics, to political economy and philosophy. This major will enable you to develop your skills in scientific and technological research along with your capacities for critical, creative, and ethical reflections. You’ll graduate able to analyze, produce and use scientific and technical knowledge in a career such as planning and administration, public and investor relations, and advocacy and communications. Students also pursue graduate and professional education in such fields as law, education, policy studies, and media and cultural studies.

Science, Technology & Society Requirements
Classes in this major are offered primarily during day time hours.
• BIS 300 Interdisciplinary Inquiry - min. 2.0 grade (5 credits)
• STS Core Courses (10 credits)
  • BISSTS 307 Science, Technology, and Society
  • BISSTS 355 History of Science and Technology
• Research Methods (10 credits)
• Mathematical Thinking and Data Visualization (5 credits)
• Social and Cultural Studies of Science and Technology (SCSST) (15 credits)
• Science and Technology in Practice (10 credits)
• BIS 499 Portfolio Capstone (5 credits) - min. 2.5 grade
• Additional IAS Coursework (10 credits)

Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all STS Major courses can be found online here: www.uwb.edu/sciencetechsociety/courses.

Society, Ethics & Human Behavior (SEB)
How do social institutions and practices shape human experience? How do individuals contribute to social stability and change?

Society, Ethics & Human Behavior explores the ethical dimensions of individual and collective action orientated around social change. It integrates research in fields that include sociology, psychology, media and cultural studies, anthropology, and ethical and political philosophy. Faculty will provide you with opportunities to engage in hands-on research and project-based learning experiences in and beyond the classroom. The major will prepare you for a career or advanced study in fields such as social work, education, public policy, law, media and cultural studies, and human resources.

Society, Ethics & Human Behavior Requirements
• BIS 300 Interdisciplinary Inquiry (minimum grade of 2.0, 5 credits)
• SEB Core (5 Credits)
  • BISSEB 304 Institutions and Social Change
  • BISSEB 331 The Family in U.S. Society
  • BISSEB 333 The Individual and Society
  • BISSEB 359 Ethics and Society
• SEB Skills Course (5 credits)
  • BIS 312 Approaches to Social Research
  • BIS 315 Understanding Statistics
  • BIS 410 Topics in Qualitative Inquiry
• SEB Courses (30 credits)
• 20 credits of Additional IAS Coursework
• BIS 499 Portfolio Capstone (minimum grade of 2.5, 5 credits)
Within the credits taken in the IAS Curriculum, students must complete at least 5 credits of Interdisciplinary Practice and Reflection (IPR) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all SEB Major courses can be found online here: www.uwb.edu/societyethicsbehavior/courses.

BS IN EARTH SYSTEM SCIENCE (ESS) (JOINTLY OFFERED BY IAS AND STEM)

The Bachelor of Science in Earth System Science (ESS) offers an interdisciplinary approach to understanding how our planet is shaped through natural and human processes. Students explore the intersection of critical geophysical, biogeochemical, and socio-environmental processes through courses that address the challenges of living on a rapidly changing planet.

ESS students learn to apply systems thinking, spatial analysis, and other natural and social science methodologies as they examine the interactions among humans and earth systems, evaluate the sustainability and resilience of living and built systems, and design solutions to our biggest environmental challenges. The ESS major features experiential learning that takes place in natural environments. These emphases on field work and the human dimensions of the earth system are the unique characteristics of the UW Bothell ESS degree.

The ESS degree program is jointly administered by the School of Interdisciplinary Arts & Sciences (IAS) and the School of Science, Technology, Engineering & Mathematics (STEM) with teaching and research contributions from faculty members in both schools.

Admission Prerequisites

• 5 credits of Composition (BWRIT 134 or equivalent)
• 5 credits of Calculus (STMATH 124 or equivalent)
• 10 Credits of Earth System Science Courses
• General Chemistry I (BCHEM 143 & 144, CHEM 143 or equivalent) or Physics I (BPHYS 114 & 116, BPHYS 121 & 117 or equivalent)

Earth System Science Requirements

• Introductory Math and Science Requirements (46-50 Credits)

BS IN CONSERVATION & RESTORATION SCIENCE (CRS)

The Bachelor of Science in Conservation & Restoration Science prepares students to address environmental challenges facing the world today. CRS links the study of conserving and maintaining ecological systems and their elements with the recovery of damaged ecosystems. The combination of conservation and restoration creates a practical framework for managing natural resources and landscapes. Fundamental understanding of ecosystem components and processes are used to foster and sustain native species, ecological communities, and ecosystem.

Students in the Environmental Science choose one of the following two pathways:

• Conservation and Restoration Ecology (CRE)
• Earth System Science (ESS)

Conservation & Restoration Science (CRS) Prerequisites:

Classes for CRS are offered primarily in day time hours.

• One calculus course (B MATH 144, STMATH 124 or a complete 2-course sequence in pre-calculus)
• One general chemistry course including a lab (B CHEM 143&144 or equivalent)
• Introductory Biology (B BIO 180 or equivalent)
• One introductory statistics course (BIS 215, BHLTH 215, STMATH 341 or equivalent)
• One introductory Earth System Science course (BEARTH 153, BEARTH 154, BEARTH 155, BEARTH 201, BIS 242, or equivalent)
• One introductory Environmental Studies course (BIS 240, BIS 243 or equivalent)

Did You Know?

UW Bothell is one of the most diverse public universities in Washington.
Conservation & Restoration Science (CRS) Requirements:
• Core Course (45 credits)
• Electives in Life & Physical Science (20 credits)
• Electives in Policy, Management & Engagement (5 credits)
• Capstone & Portfolio Requirement (15 credits)

Within the credits taken in the IAS curriculum, students must complete at least 5 credits of Interdisciplinary Practice & Reflection (IPT) coursework. This requirement can be satisfied by one 5-credit course, or multiple lower-credit courses.

A list of all CRS Major courses can be found online here: www.uwb.edu/environmentalscience/pathways/cre

MINORS IN INTERDISCIPLINARY ARTS & SCIENCES

MINOR IN CREATIVE WRITING
The Minor in Creative Writing enables students to explore and engage diverse creative writing practices and to develop artistic, critical and conceptual competence in an interdisciplinary context.

Students are advised to pursue minor coursework early in their studies to ensure enough time to meet course requirements. Not all courses listed below are offered on a regular basis.

Minor Requirements – 25 credits
• BISIA 319 Interdisciplinary Arts (5 credits)
• 20 Credits of BISIA courses in the area of Creative Writing Coursework

Students are required to take at least 15 credits at the 300 or 400 level

More information, including a list of all classes, can be found online here: www.uwb.edu/ias/undergraduate/minors/cwminor.

MINOR IN DIVERSITY STUDIES
The Minor in Diversity Studies is an option for students who want to explore key concepts related to power, identity, and difference, and to understand how historical and structural relations of power and difference shape social relations. Co-administered between the School of Interdisciplinary Arts and Science and the Education program at UW Bothell, the minor integrates theoretical and practical approaches to the study of diversity. It is designed to enable students to transform the worlds they live in now and will move into after graduation.

Minor Requirements
Students pursuing the Minor in Diversity Studies must complete 25 credits in the following areas:
• 5 Credits: BIS/BEDUC 255 Critical Diversity Studies
• 5 Credits: Course satisfying the University of Washington’s Diversity (DIV) Requirement
• 15 Credits: Upper Division Diversity Studies Minor Electives

Note: Classes in this minor are offered primarily during the day-time hours.

Students receiving fewer than 5 credits in BIS/BEDUC 328 may take additional Upper Division Diversity Studies Minor Elective courses to reach the minimum 25 credits required for the minor.

More information, including a list of all classes within the different categories, can be found online here: www.uwb.edu/diversity/diversity-minor

MINOR IN ECOLOGICAL RESTORATION
The Minor in Ecological Restoration seeks to prepare students to address the complex relationships of human communities and ecological sustainability. The minor is a tri-campus initiative (UW Bothell, UW Seattle, and UW Tacoma). Students may, but are not required to, take courses from more than one campus in order to earn the minor.

Ecological Restoration Minor Requirements
• Introduction to Restoration Ecology: BES 362, ESRM 362, OR TESC 362
• UW-REN Capstone in Ecological Restoration– three-quarter sequence (10 credits)
• Restoration Related Coursework (10 credits)

Students must complete at least 15 credits of the minor at their home campus. Also, no more than 10 credits from the Ecological Restoration Minor can be applied to a student’s major requirements. Students pursuing the BS in Science cannot complete the Ecological Restoration Minor.

More information, including a list of all classes within the different categories, can be found online here: www.uwb.edu/ias/minors/erminor.

MINOR IN GENDER, WOMEN, AND SEXUALITY STUDIES
The minor in Gender, Women, and Sexuality Studies is designed to provide students with an integrated and effective pathway for investigating questions of gender and sexuality in relation to other forms of social difference such as race, ethnicity, nationality, class, age, and ability.

Gender, Women, and Sexuality Studies Minor
Requirements – 25 credits
• BISGWS 301 Critical Gender and Sexuality Studies (5 credits)
• 20 credits of Gender, Women, and Sexuality Studies coursework. A minimum of 10 credits in this area must be completed at the upper division (300-400) level.

MINOR IN HUMAN RIGHTS
The Minor in Human Rights is an option for students who are interested in the rapidly emerging field of human rights. The minor is a tri-campus initiative (UW Bothell, UW Seattle, and UW Tacoma). Students may, but are not required to, take courses from more than one campus in order to earn the minor.

Human Rights Minor Requirements – 25 credits
• 10 credits in Human Rights Core courses
• 5 credits in Human Rights Broad Context courses
• 10 credits in either Human Rights Core or Broad Context courses

The equivalent of 3 credits of a practical experience in a human rights-related area is required within the 25 credits. This requirement may be met through an internship, practicum, international study abroad program, the Washington D.C. Seminar on Human Rights or a demonstrated equivalent.

More information, including a list of all classes, can be found online here: www.uwb.edu/ias/minors/hrminor.

MINOR IN POLICY STUDIES
The Policy Studies minor is designed to provide students with the analytical foundations they will need to understand policy formation, implementation, and evaluation. Students pursuing the Law, Economics & Public Policy Option cannot complete the Policy Studies Minor.

Policy Studies Minor Requirements – 30 credits
• BIS 200/B BUS 200/ BECON 200 Microeconomics or equivalent
• BIS 324 International Political Economy OR BISLEP 302 Introduction to Policy Analysis
• BIS 338 Political Institutions & Processes OR BISLEP 301 Law, Economics and Public Policy
• Statistics (BIS 315 or STAT 220 or STAT 311 or equivalent)
• Either BIS 312 Approaches to Social Research OR BES 301 Sciences Methods and Practices
• 400 level Policy Studies Elective (5 credits)

More information, including a list of 400-level Policy Studies Electives, can be found online here: www.uwb.edu/ias/minors/minorpolicystudies.

MINOR IN VISUAL AND MEDIA ARTS
The Minor in Visual and Media Arts enables students to explore and engage diverse visual and media arts practices and to develop artistic, critical and conceptual competence in an interdisciplinary context.

Students are advised to pursue minor coursework early in their studies to ensure enough time to meet course requirements. Not all courses listed below are offered on a regular basis.

Minor requirements – 25 credits
• BISIA 319 Interdisciplinary Arts (5 credits)
• 20 credits of BISIA courses in the area of Visual and Media Arts Coursework

Students are required to take at least 15 credits at the 300 or 400 level

More information, including a list of all classes, can be found online here: www.uwb.edu/ias/undergraduate/minors/vmaminor.

MINOR IN PERFORMANCE
The Minor in Performance enables students to explore and engage diverse performance practices and theories and to develop artistic and conceptual competence in an interdisciplinary context.

Students are advised to pursue minor coursework early in their studies to ensure enough time to meet course requirements. Not all courses listed below are offered on a regular basis.
Minor Requirements
IA Core (5 credits): BISIA 319 Interdisciplinary Arts

Additional Performance Coursework (20 credits): A minimum of 10 credits of Performance coursework must be completed at the 300-400 level.

More information, including a list of minor courses can be found online here: www.uwb.edu/ias/undergraduate/minors/performance

MINOR IN GEOGRAPHIC INFORMATION SYSTEM (GIS)
The GIS minor explores three fundamentals aspects of Geographic Information Science (GISc). The first is critical thinking and spatial reasoning (i.e., understanding which geospatial and other quantitative/qualitative approaches could be used to conceptualize, represent, and solve a given geographic problem when multiple alternatives exist). The second is responsible use of data, which includes understanding of data error or uncertainty, and geo-spatial data management. The third is visualization and graphic design for effective communication of GIS results using maps and graphics.

Students enrolled in GIS classes work with faculty members trained in a range of disciplines from human to physical geography, ecology, geology, mathematics/visualization, conservation science. They develop skills in applied geospatial research as well as capacities for a critical understanding and application of geo-technologies.

Minor Requirements
• Core Courses (10 credits)
• BIS 342 Introduction to GIS
• BIS 343 Geographic Visualization
• Advanced Geospatial Research Methods Course (5 credits)
• Diverse Approaches to Data Analysis and Visualization (10 credits)
• Total 25 credits

Students must earn a minimum cumulative 2.0 gpa for courses applied to the minor. A minimum of 15 credits applied to the minor must be completed in residence at UW Bothell. Students are required to take at least 15 credits at the 300-400 level coursework out of 25 credits.

Note: Classes in this minor are offered primarily during the day-time hours.

More information can be found: https://www.uwb.edu/ias/undergraduate/minors/gis

B. MINOR IN SCIENCE, TECHNOLOGY & SOCIETY
The most pressing issues of our time, from global climate change to digital surveillance, are at once social and scientific, political and technological. The Science, Technology & Society minor explores these integral relationships, situating emerging technologies and scientific ideas within their complex histories and social politics. Students in STS work with faculty members trained in a range of disciplines from psychology and biology to geography and media studies. They develop skills in applied scientific and technical research as well as capacities for critical, creative, and ethical reflection, examining the relationship between power and knowledge production in science and technology contexts.

The STS minor comprises three curricular components: two core courses (10 credits), one research methods course (5 credits), and two focus area courses (10 credits). This structure is designed to support individual areas of interests and foster interdisciplinary scholarship.

Minor Requirement
Core Courses
BISSTS 307 Science, Technology & Society
BISSTS 355 History of Science and Technology
Methods (one of the following methods courses)
BES 301 Science Methods & Practice
BIS 312 Approaches to Social Research
BIS 340 Approaches to Cultural Research

Focus Area Courses (one course in each of the following focus areas)
Social and Cultural Studies of Science and Technology
Science and Technology Practice

Total: 25 credits

Students must earn a minimum cumulative 2.0 gpa for courses applied to the minor. A minimum of 15 credits applied to the minor must be completed in residence at UW Bothell. Students are required to take at least 15 credits at the 300-400 level coursework out of 25 credits.

Note: Classes in this minor are offered primarily during the day-time hours.

More information can be found: https://www.uwb.edu/ias/undergraduate/minors/science-technology-society
The School of Nursing & Health Studies offers three degrees: a Bachelor of Science in Nursing; a Master of Nursing; and a Bachelor of Arts in Health Studies.

**UNDERGRADUATE NURSING DEGREE**

**BACHELOR OF SCIENCE IN NURSING (RN-TO-BSN) DEGREE PROGRAM**

The RN to BSN degree is accredited as part of the UW School of Nursing and awards a University of Washington degree. This tri-campus approach capitalizes on the UW School of Nursing’s acclaimed professional program with UW Bothell’s interdisciplinary and community-based education, resulting in an excellent foundation of nursing science, humanities, and social sciences, and related professional coursework where critical thinking, decision making, and communication skills are emphasized.

The RN-to-BSN program is designed for new and experienced working Nurses. This one-day-a-week program offers a nurse holding an Associate Degree in Nursing (ADN) or nursing diploma to advance their career by earning a Bachelor’s of Science in Nursing (BSN) in one year.

Students must complete an associate degree in nursing (or nursing diploma) and have a current or pending Washington state nurse license (NCLEX-RN) to apply to the program. Learn more about our program and explore local ADN programs that prepare you for UW Bothell’s RN-to-BSN program at www.uwb.edu/rnbsn

Contact an Admissions Advisor at uwinfo@uw.edu or 425-352-5000 for program information and requirements.

**MASTER OF NURSING**

The Master of Nursing program prepares nurses for advanced roles in areas such as education, administrative leadership, and population health. The program is 51-55 credit-hours. Within the MN program, students select one of three degree tracks: Nurse Educator, Administrative Leadership or General Studies. All students complete a set of core nursing curriculum and 100 hours of fieldwork. The focus of fieldwork is on preparing students for roles that require graduate education. For the final examination, students complete a capstone project and a public oral presentation at the annual Master of Nursing Symposium.

Learn more at www.uwb.edu/mn

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**NURSING CURRICULUM**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>BNURS 360</td>
<td>Critical Reading and Information Literacy in Nursing</td>
</tr>
<tr>
<td>BNURS 460</td>
<td>Translating Scholarly Knowledge to Nursing Practice</td>
</tr>
<tr>
<td>BNURS 420</td>
<td>Health Policy and the Organization of Healthcare</td>
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<tr>
<td>BNURS 421</td>
<td>Social Justice in Health</td>
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<tr>
<td>BNURS 422</td>
<td>Team Leadership &amp; Care Coordination</td>
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<tr>
<td>BNURS 423</td>
<td>Ethical and Quality Nursing Care</td>
</tr>
<tr>
<td>BNURS 424</td>
<td>Population-based Health in Community Practice</td>
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</tbody>
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**BHLTH coursework** Two upper division electives offered in with a wide range of topics including health and non-health related topics.
BACHELOR OF ARTS IN HEALTH STUDIES
The Bachelor of Arts in Health Studies creates the opportunity to work with our committed faculty to develop knowledge and skills useful for improving health practice. In our program, students develop and apply a range of skills for public health practice. Students explore the social and biological predictors of health; conduct policy analyses; use health education and community engagement strategies; apply social justice critiques; understand global health perspectives, and evaluate health-related research. Students also have opportunities to use these skills during internships, fieldwork, and study abroad experiences. Given the urgent need for a larger and more diversified public health workforce, students graduating from this program will be well-positioned for careers that help ensure all people receive excellent health services.

Learn more at www.uwb.edu/healthstudies

HEALTH STUDIES ADMISSIONS
Before applying, all applicants must complete a minimum of 30-quarter credits including:
• Two college composition courses (10 credits)
• A course that satisfies the QSR requirement
• A minimum of 10 credits in each of the three Areas of Knowledge (VLPA, I&S, NW)
• It is preferred that students complete a 5 credit statistics course prior to program application; it is a prerequisite for a required core course

Please check the website for admissions deadlines: www.uwb.edu/healthstudies.

MINOR IN GLOBAL HEALTH
Global health is a diverse field of research and practice that aims to improve population health and work towards equity for all people. The Minor in Global Health offers an interdisciplinary introduction to the field of global health for students in all schools and majors. Students will learn about past, current, and future global health trends, and study how policies, technologies, and social movements attempt to improve health around the world. Furthermore, students will have ample opportunities to engage in skill-building through experiential, practice-oriented, and problem-based learning. Cultural humility, social justice, equity, and inclusion are core principles throughout the minor experience and curriculum. We invite students from all backgrounds, diverse career plans and majors to consider how their training can be applied to global health challenges and opportunities.

MINOR IN HEALTH STUDIES
The Minor in Health Studies will prepare students to identify the various factors influencing health and wellness at individual, community and global levels. Students will understand the policies and systems shaping our health care practices and acquire the skills to synthesize and critique health research at the population level. In addition, students will partner with individuals and communities to understand how to improve health outcomes and advocate for ethics in health care practice and for just distribution of health care resources.

MINOR IN HEALTH EDUCATION AND PROMOTION
The Minor in Health Education and Promotion prepares individuals to become health education specialists who work in a variety of settings to improve and promote health locally and globally. Students that complete this minor along with a bachelor’s degree are prepared to take the CHES (Certified Health Education Specialist) exam through the National Coalition for Health Education and Credentialing (NCHEC).

MAJOR REQUIREMENTS

<table>
<thead>
<tr>
<th>COURSES</th>
<th>CREDITS</th>
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<tbody>
<tr>
<td>Statistics</td>
<td>5 CREDITS</td>
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<tr>
<td>Intro to Public Health</td>
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<td>Principles of Health Research</td>
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<td>Social Dimensions of Health</td>
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<td>Intro to Epidemiology</td>
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<td>Pathways to Health Studies</td>
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<td>Fieldwork in Health</td>
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<tr>
<td>Healthcare Policy &amp; Systems</td>
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<tr>
<td>Health Studies Electives with at least 10 credits of B HLTH</td>
<td>35 CREDITS</td>
</tr>
<tr>
<td>Upper Division (300-400 level) UW Electives</td>
<td>15 CREDITS</td>
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</tbody>
</table>
The University of Washington Bothell School of Science, Technology, Engineering, and Mathematics is comprised of four divisions: Biological Sciences, Computing and Software Systems, Engineering and Mathematics, and Physical Sciences, with a variety of degree programs offered within the divisions. By combining the STEM fields into one academic unit, the school fosters collaboration among faculty, staff, and students throughout its curricula, research, and community and industrial partnerships.

Students in the School of STEM enjoy small class sizes, hands-on learning and research opportunities and professors who are accessible and responsive.

FEATURES OF THE SCHOOL

• Commitment to providing access to students from diverse backgrounds and under-represented populations
• Current and innovative courses designed to give an edge in the competitive job market
• State of the art science and technology labs
• Flexible schedules for traditional and non-traditional Students
• Award winning faculty
• Faculty and staff who are invested in student success
• Research and experiential learning opportunities
• Strong foundational courses in chosen major

CAREER POSSIBILITIES

Having a degree in a STEM field will prepare students for a vast array of careers. The UW Bothell School of STEM takes great pride in providing students with an education that allows entry into the career or graduate program of their choice. Students gain essential knowledge and skills along with a strong foundation and practical experience in the field of their chosen major.

DIVISION OF BIOLOGICAL SCIENCES

BACHELOR OF SCIENCE IN BIOLOGY (BS)

The Bachelor of Science in Biology offers a challenging, integrative course of study emphasizing undergraduate research, the development of strong communication skills, and an awareness of the impact of biology on society.

Admission Requirements

Must be completed prior to admission. A minimum 2.0 grade is required in each of the Introductory Biology and General Chemistry courses. (See admit.washington.edu/apply/transfer/ equivalency-guide/ for Washington State Community College transfer equivalencies.)

• B BIO or BIO 180 Introductory Biology I
• B BIO or BIO 200 Introductory Biology II
• B BIO or BIO 220 Introductory Biology III
• B CHEM or CHEM 142, or B CHEM 143/144 General Chemistry I with Lab
• B CHEM or CHEM 152, or B CHEM 153/154 General Chemistry II with Lab
• B CHEM or CHEM 152, or B CHEM 153/154 General Chemistry II with Lab

For more information please visit: www.uwb.edu/biology

BIOLOGY MINOR

The Biology Minor offers students who are not majoring in Biology an opportunity to delve more deeply into the field. Many areas of study intersect with biology, from other natural sciences (chemistry, physics, environmental science, climate science) to computer science, mathematics, and engineering, and disciplines outside the STEM fields (business, education, ethics, environmental studies). The Minor in Biology allows students majoring in these and other areas to explore biology in greater depth, to better understand these connections.

For more information please go to: www.uwb.edu/biological-sciences/biominor
NEUROSCIENCE MINOR
The Neuroscience minor explores the molecular, cellular, and systems bases of neural function, as well as the neural basis of behavior and cognition, and prepares students for applications in the fields of research, technology, education, medicine, and allied health.

For more information please visit: www.uwb.edu/biological-sciences/neuroscience

DIVISION OF COMPUTING & SOFTWARE SYSTEMS (CSS)

BACHELOR OF SCIENCE IN COMPUTER SCIENCE & SOFTWARE ENGINEERING (BS)
The Bachelor of Science in Computer Science and Software Engineering (CSSE) focuses on computer programming and people-centered software development processes. Core coursework covers object-oriented programming, algorithms, data structures, software engineering, management principles, technical communications, hardware architecture and operating systems.

Admission Requirements
- CSS 142 or CSE 142 Programming I
- CSS 143 or CSE 143 Programming II
- STMATH 124 or MATH 124 Calculus I
- STMATH 125 or MATH 125 Calculus II
- B WRIT 134 Interdisciplinary Writing (or other composition)
- Advanced Composition, Research, or Introductory Technical Writing

For more information go to: www.uwb.edu/bscsse

BACHELOR OF ARTS IN APPLIED COMPUTING (BA)
The Bachelor of Arts in Applied Computing is a multidisciplinary major that focuses on the application of computing systems within a specific discipline or field of study. Students concentrate on software engineering, programming, project management, communications, and knowledge of hardware and operating systems, as well as a non-computing subject of interest, called a Second Discipline.

Admission Requirements
- CSS 142 or CSE 142 Programming I
- CSS 143 or CSE 143 Programming II
- STMATH 124 or MATH 124 Calculus I
- STMATH 125 or MATH 125 Calculus II
- B WRIT 134 Interdisciplinary Writing (or other composition)
- Advanced Composition, Research, or Introductory Technical Writing

For more information go to: www.uwb.edu/appliedcomputing

CSS MINORS
Students can choose from two minors within CSS: Computer Science & Software Engineering (CSSE) and Information Technology (IT).

The purpose of the CSSE and IT minors is to provide opportunities to students from non-technical disciplines to supplement their major with a practical set of courses focused on information technology. The minor should prepare a student for a variety of industrial, government and business positions involving computer use.

The CSSE minor provides students with the necessary programming and software management skills to work within a software development environment within their major discipline.

The IT minor focuses on bridging the technology and information management gap, and gives students a background in software design methodologies, computer programming, database systems and strategies for automating industrial and organizational processes.

PROCEDURES
Schedule an appointment with the CSS adviser to complete a “Change of Program or Minor” form upon successfully completing Programming I (for IT minor) and Programming II (for CSSE minor).

For more information go to: www.uwb.edu/css/cssminor

For more information please visit: www.uwb.edu/biological-sciences/neuroscience
**CSS GRADUATE PROGRAMS**

**GRADUATE CERTIFICATE IN SOFTWARE DESIGN AND DEVELOPMENT**

The Graduate Certificate in Software Design and Development (GCSDD) offers innovative preparation for students who lack formal computer science training to succeed in the MSCSSE degree program. In this series of courses, students gain advanced knowledge in programming problems using object-oriented techniques, data structures, recursive algorithms, risk management, product feasibility, modeling, UML, testing, CMMI, systems programming and much more. For those with an undergraduate degree in a different field, courses in the GCSDD serve as prerequisites for the MSCSSE admission requirements.

**MASTER OF SCIENCE IN COMPUTER SCIENCE AND SOFTWARE ENGINEERING**

The Master of Science in Computer Science and Software Engineering (MSCSSE) at UW Bothell partners advanced studies in computer science with detailed analysis of software engineering methodologies. By coupling theoretical computing concepts with real-world problems, students develop the breadth of skills necessary to succeed in today’s competitive software profession.

**MASTER OF SCIENCE IN CYBER SECURITY ENGINEERING**

The Master of Science in Cyber Security Engineering couples computer science with cyber security concepts in a formal practice for secure engineering and development of defensible, resilient systems and networks. The combination of advanced studies in computer science techniques and methods with the practical engineering considerations associated with cyber security theory and practice provides students with a unique combination of skills to enable them to become cyber security practitioners and leaders.

**DIVISION OF ENGINEERING AND MATHEMATICS**

**ABET ENGINEERING STUDENT OUTCOMES**

Each student in an ABET accredited engineering program will demonstrate meeting the following outcomes by the time of graduation:

- **Computer Engineering**  
  (accredited in 2018)
- **Electrical Engineering**  
  (accredited in 2018)
- **Mechanical Engineering**  
  (accredited in 2018)

**Outcomes**

(a) An ability to apply knowledge of mathematics, science, and engineering  
(b) An ability to design and conduct experiments, as well as to analyze and interpret data  
(c) An ability to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability  
(d) An ability to function on multidisciplinary teams  
(e) An ability to identify, formulate, and solve engineering problems  
(f) An understanding of professional and ethical responsibility  
(g) An ability to communicate effectively  
(h) The broad education necessary to understand the impact of engineering solutions in a global, economic, environmental, and societal context  
(i) A recognition of the need for, and an ability to engage in lifelong learning  
(j) A knowledge of contemporary issues  
(k) An ability to use the techniques, skills, and modern engineering tools necessary for engineering practice

**BACHELOR OF SCIENCE IN COMPUTER ENGINEERING (BSCE)**

The Bachelor of Science in Computer Engineering combines education in hardware and software development, with students gaining the background necessary to become broadly-educated professionals who are knowledgeable in both domains, understanding how the domains interact, restrict, or enable interdependent capabilities. Core coursework encompasses the physical and mathematical sciences, object-oriented programming, algorithms, data structures, software engineering, technical communications, circuits and systems, microprocessors, embedded systems, and operating systems. The major also offers the opportunity to build a strong foundation in various areas, including network design and development, signal processing, mobile computing, sensor systems, semiconductor devices, testing and quality assurance, and project management.

**Admission Prerequisites**

- CSS 142 or CSE 142 Programming I  
- CSS 143 or CSE 143 Programming II  
- STMATH 124 or MATH 124 Calculus I  
- STMATH 125 or MATH 125 Calculus II  
- STMATH 126 or MATH 126 Calculus III  
- B PHYS 121 or PHYS 121 Mechanics  
- B PHYS 122 or PHYS 122 Electromagnetism & Oscillatory Motion  
- B WRIT 134 Interdisciplinary Writing (or other composition)

For more information go to:

www.uwb.edu/css/degree-programs/computer-engineering
BACHELOR OF SCIENCE IN ELECTRICAL ENGINEERING (BSEE)

The Electrical Engineering program provides the highest quality educational experience inherent in a degree from the University of Washington. UW Bothell’s world-class faculty are dedicated to teaching and building excellence and expertise through strong student-faculty relationships, small classes and hands-on experiential learning principles.

The BSEE Program specifically focuses on meeting the critical needs of technology-dependent employers in the Puget Sound region.

Educational Objectives
The educational objective of the UW Bothell EE degree is to prepare students:
1. to become engineers who can assume leadership roles, technical or managerial, in electrical engineering and related fields
2. to become successful in pursuing advanced studies in electrical engineering and related fields
3. to become contributing citizens who are conscientious of ethical and societal responsibilities
4. to become effective communicators in professional and non-professional environments and be able to function as a team member.

Admission Requirements
- STMATH or MATH 124 Calculus I
- STMATH or MATH 125 Calculus II
- STMATH or MATH 126 Calculus III
- B CHEM or CHEM 142, or B CHEM 143/144 General Chemistry I with Lab
- B PHYS or PHYS 121 Mechanics
- B PHYS or PHYS 122 Electromagnetism & Oscillatory Motion
- B WRIT 134 Interdisciplinary Writing (or other composition)
All of the above courses must be completed with a minimum of a 2.0 GPA to count toward the BSEE degree. Having the minimum grade does not guarantee admission to the major. Students offered admission to the major for Autumn 2018 had an average of a 3.4 GPA in the math and science admission requirements.

For more information go to: www.uwb.edu/ee
See program adviser for information on applying to the Electrical Engineering program. Contact the School of STEM Undergraduate Academic Services Office by phone at 425-352-3746, via e-mail at or by stopping by DISC-352, to make an appointment.

BACHELORS OF SCIENCE IN MATHEMATICS (BS)

The Bachelor of Science in mathematics is designed to prepare students pursuing careers in engineering, actuarial science, database and computer systems, administration network and data communication analysis, statistical analysis secondary mathematics teaching and other fields.

A degree in mathematics is versatile and sought-after by industry. Graduates often pursue graduate studies in mathematics, physics, and engineering.

Admission Requirements
Must be completed with a 2.5 average with no grade less than a 2.0
- STMATH or MATH 124 Calculus I
- STMATH or MATH 125 Calculus II
- STMATH or MATH 126 Calculus III

For more information go to: www.uwb.edu/math

BACHELORS OF SCIENCE IN MECHANICAL ENGINEERING (BSME)

The goal of the Bachelor of Science in Mechanical Engineering is to develop mechanical engineering graduates who are distinguished by their skills in design, analysis, hands-on engineering, problem solving, communication, and leadership; and who are keenly aware of their ethical responsibilities in a global society.

The BSME curriculum emphasizes hands-on experience, collaborative problem solving, and societal implications in the design, production, and implementation of mechanical and thermal fluid systems. It also complements the existing Bachelor of Science in Electrical Engineering (BSEE) major by providing additional learning and research opportunities in biomedical engineering and in power engineering, where electrical and mechanical technologies interweave.

Graduates will be prepared for a wide variety of careers inside and outside of engineering, or for continuation of study at the graduate level. Each student completing the BSME degree will demonstrate the ability to apply knowledge of mathematics, science, and engineering; to design and conduct experiments, as well as to analyze and interpret data; to design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability.

Graduates will also be able to function on multidisciplinary teams; identify, formulate, and solve engineering problems; communicate effectively; and use the techniques, skills, and modern engineering tools necessary for engineering practice.

Study and learn with other dedicated students.
Educational Objectives
The educational objective of the UW Bothell ME degree is to prepare students to:

1. demonstrate technical competence in mechanical engineering and related fields
2. exhibit practical ingenuity, aesthetic sense, and creativity in the design and analysis of thermal and mechanical engineering systems, components, or processes
3. cultivate leadership, communication, self-reflection and professional skills in the ethical practice of mechanical engineering in a global and diverse context.

Admission Requirements
Mathematics Prerequisites (UW Bothell and UW Seattle course numbers are listed)
- STMATH or MATH 124 Calculus I
- STMATH or MATH 125 Calculus II
- STMATH or MATH 126 Calculus III
- STMATH or MATH 207, or STMATH or MATH 307 Introduction to Differential Equations
- STMATH or MATH 224, or STMATH or MATH 324 Multi-variable Calculus

Science Prerequisites
- B CHEM or CHEM 142, or B CHEM 143/144 General Chemistry I with Lab
- B PHYS 121 or PHYS 121 Mechanics
- B PHYS 122 or PHYS 122 Electromagnetism & Oscillatory Motion

Engineering Fundamentals Prerequisites
- B ME 221 or AA 210 Statics
- B ME 222 or CEE 220 Mechanics of Materials
- B ME 223 or ME 230 Dynamics

Additional University Requirements
- B WRIT 134 Interdisciplinary Writing (or other composition)

For more information go to: www.uwb.edu/mechanical.

ENGINEERING GRADUATE PROGRAMS

CERTIFICATE IN ELECTRICAL ENGINEERING FOUNDATIONS
Students will learn the fundamental concepts of electrical engineering and be prepared for a graduate degree in the field. For students who do not wish to pursue an MSEE degree, the Certificate in Electrical Engineering Foundations provides a strong background that the student may leverage to move into EE related fields, such as technical marketing.

For more information go to: www.pce.uw.edu/certificates/electrical-engineering-foundations.html.

MASTER OF SCIENCE IN ELECTRICAL ENGINEERING
The Master of Science in Electrical Engineering (MSEE) curriculum is designed to provide students with advanced studies in the state-of-the-art technology to become innovators, researchers and technical leaders in their profession. The MSEE is a coursework-based or thesis-based degree offering students the opportunity to acquire advanced skills and conceptual understanding of topics in more depth than offered by a traditional Bachelor of Science in Electrical Engineering degree. Graduates will be able to apply these concepts directly to applications in many diverse fields, but also with special emphasis towards focused areas in biomedical devices and sensors, renewable energy, and embedded system design and characterization.

Students will have their choice of courses taught by the faculty in areas such as mechanical systems (MEMS), flexible electronics and photovoltaics, biomedical devices, power systems, Micro-electro- (bioMEMS, photonics, and ultrasound), and microprocessor systems. In addition to technical mastery, the curriculum prepares students to be aware of ethical norms and societal and global needs when solving engineering problems. The curriculum also prepares students to be productive in a diverse global environment with effective communications skills and the ability to function in teams.

For more information go to: www.uwb.edu/msee.
DIVISION OF PHYSICAL SCIENCES

BACHELORS OF SCIENCE IN CHEMISTRY (BS)
The Bachelor of Science in Chemistry degree focuses on the atomic and molecular nature of all matter, including atomic structure, bonding, energetics, and equilibrium as well as the interactions of matter with energy and light. Students will understand the quantized nature of the atom along with atomic and molecular concepts and processes. The major can include a specialization in environmental chemistry, materials chemistry, or a designated biochemistry option.

BACHELORS OF ARTS CHEMISTRY (BA)
The Bachelor of Arts in Chemistry degree combines the foundations of chemistry with a career track aimed at STEM education. In consort with the UW Bothell School of Educational Studies, students in the Chemistry BA program will have the opportunity to complete a Teaching and Learning minor and can continue on to get a Washington State secondary teacher certification in Chemistry.

Admission Requirements (all Chemistry majors)
• B WRIT 134 Interdisciplinary Writing (or other composition)
• STMATH or MATH 124 Calculus I
• STMATH or MATH 125 Calculus II
• STMATH or MATH 126 Calculus III
• B CHEM or CHEM 142, or B CHEM 143/144 General Chemistry I with Lab
• B CHEM or CHEM 152, or B CHEM 153/154 General Chemistry II with Lab
• B CHEM or CHEM 162, or B CHEM 163/164 General Chemistry III with Lab
• B CHEM or CHEM 237 Organic Chemistry I
• B CHEM or CHEM 238/241 Organic Chemistry II and Lab (transfer students only)
• B CHEM or CHEM 239/242 Organic Chemistry III and Lab (transfer students only)

For more information go to: www.uwb.edu/chemistry.

CHEMISTRY MINOR
The Chemistry minor provides understanding of the fundamental principles of the chemical sciences through a combination of coursework and practical laboratory experience. Students gain a working knowledge of the principles of Chemistry and the methodologies needed to solve complex problems and communicate their ideas to the scientific community in general.

For more information go to: www.uwb.edu/chemistry/minor-chemistry.

BACHELOR OF SCIENCE IN PHYSICS (BS AND BA)
A major in physics is a strategic imperative to introduce fundamental laws and model building techniques, to awaken students to the power of physics, and to support student base knowledge in mathematics and engineering and other fields. The sequence of physics courses will enable students to further understand not only advanced physics, astronomy, cosmology, biophysics and condensed matter physics, but also to participate in the practice of a variety of sciences vital to the regional economy, including physics, biology, engineering, chemistry, biomedical sciences and social sciences.

Admission Requirements
• STMATH or MATH 124 Calculus I
• STMATH or MATH 125 Calculus II
• B PHYS or PHYS 121 Mechanics
• B PHYS or PHYS 122 Electromagnetism & Oscillatory Motion
• B PHYS or PHYS 123 Waves

For more information go to: www.uwb.edu/physics.

PHYSICS MINOR
The Physics minor includes courses on thermodynamics and statistical mechanics, quantum theory, the physics of solids, and astrophysics. Covering a broad range of fundamental physical sciences, with applications to other scientific and science related fields, including classical and quantum mechanics, astrophysics, modern cosmology, mathematical physics, condensed matter physics, and biophysics, along with core subjects such as modern physics and thermodynamics.

For more information go to: www.uwb.edu/physics/minor-physics.

Did You Know?
The Discovery Hall has several energy efficient features including solar-heated hot water, recycled materials, natural and displacement ventilation, and grey water reuse.