# **Student Handbook**

# Bachelor of Arts in Liberal Studies Program



GEORGETOWN UNIVERSITY

**School of Continuing Studies** 

**Georgetown University** 

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# Welcome to the Bachelor of Arts in Liberal Studies Program

We are very pleased and excited to welcome you to Georgetown University and the Bachelor of Liberal Studies program. You are embarking on a stimulating and challenging intellectual venture, and we wish to help you in any way we can. Please call on us at any time for assistance in matters big or small – or even just to say hello and grab a cup of coffee.

The Liberal Studies Degree Program at Georgetown University rests on the beliefs that human life and human action have meaning and that human beings, throughout their lives, must seek it out and live by its implications. Liberal Studies courses--which engage students in reading, reflection, writing, and discussion--are meant to bring them the range of knowledge and vision to lead wise and rewarding lives.

The program is designed to meet the unique needs of working adults, with stimulating classes held in the evenings and on Saturdays. You can complete your entire degree without ever setting foot in a classroom during traditional working hours.

# **Contacting Us**

The Bachelor of Arts in Liberal Studies office is in the main office of the School of Continuing Studies, at 3307 M St., NW, Suite 202. There is garage parking in the building and metered spaces on surrounding streets. Please contact us on any matter, large or small, that affects your experience as a student in our program.

Vincent Kiernan Associate Dean, School of Continuing Studies

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# Getting off to a fast start

You're probably eager to get started on your Georgetown experience. Here are a few tips for the first steps you should take:

**1. Set up your e-mail.** The B.A.L.S. Program, and other parts of Georgetown, will send e-mail messages only to your Georgetown.edu address. Plan to either check this account frequently or forward Georgetown mail to another account.

You should have received a temporary password for your e-mail account with your admissions letter. If you did not, contact us immediately.

**2. Get your GO Card.** You must have a student identification card, called a GO Card, to check books out from the library, to enter some campus buildings and labs, and to use the University shuttle bus.

GO Cards are issued by the GO Card Office located at the entrance of Darnall Hall. The office is open weekdays from 9 a.m. to 5 p.m. Unfortunately, the office does not offer evening hours, but you can make your visit a short one by completing most of the work in advance; you can email or fax in your information and photo and simply pick up the card when it is ready. Information is available at http://gocard.georgetown.edu.

- **3. Register for classes.** B.A.L.S. classes have a strict size limit, and they do fill up, so be sure to register as soon as possible. Register for courses online with https://myaccess.georgetown.edu/
- **4. Pay for your classes**. Tuition is due by the start of the semester, or a late fee will be due. You can pay your bill online. Information is available at http://www9.georgetown.edu/finaff/studentaccounts/

# Degree requirements

Earning the Bachelor of Liberal Studies degree requires a total of 120 credits, earned at Georgetown or elsewhere, with a minimum GPA of 2.0. These are divided among Core courses, concentration courses, and electives.

#### Core courses

The 13 core courses provide the foundations for successful undergraduate study from the liberal studies perspective. The bulk of the core courses is a set of 10 interdisciplinary courses that will acquaint you with the evolution of Western civilization from ancient times to the third millennium.

The core courses are:

BLHS 100: Introduction to Ethics

BLHS 101: Introduction to the Social Sciences

BLHS 102: Greeks and Romans

BLHS 103: Biblical Literature and the Ancient World

BLHS 104: Medieval Thought and Culture

BLHS 105: Faith and Reason in the Middle Ages

BLHS 106: The Renaissance

BLHS 107: The Early Modern World

BLHS 108: Enlightenment, Revolution and Democracy

BLHS 109: The Nineteenth Century

BLHS 110: War and Peace

BLHS 111: The New Millennium

BLHS 120: Writing in an Interdisciplinary Environment

Detailed descriptions of the course are available online in the university's course catalog at http://explore.georgetown.edu.

Your <u>first</u> core course should be one of the following: BLHS 101 (Introduction to Ethics), BLHS 102 (Introduction to the Social Sciences), BLHS 103 (Greeks and Romans), or BLHS 104 (Biblical Literature and the Ancient World).

Also, you should plan to take BLHS 120 (Writing in an Interdisciplinary Environment) during your first two semesters.

#### Concentration

In addition to the core courses, you must complete 48 credits (16 three-credit courses) in a concentration. Currently, 14 concentrations are available:

American studies
Catholic studies
Classical civilizations
Communications
Entrepreneurship
Humanities
International affairs
Leadership

Literature and society
Organizational leadership
Religious studies
Social/public policy
Theory and practice of American
Democracy
Urban analysis and community
Development

Alternatively, you can elect a custom-designed concentration called "individualized study." Please consult with the Associate Dean on how to craft such a concentration. Descriptions of the concentrations are found at the end of this booklet.

You may declare your concentration at any time, and you may change it at any time. Some concentrations require specific courses from the concentration, while others are less structured. Call, fax, or email your choice or change of curricular field to the Associate Dean. The student's chosen curricular field will appear on the student's official transcript.

Many B.A.L.S. courses carry credit toward two or more related concentrations. The currently available courses are listed on http://explore.georgetown.edu.

Optionally, you can complete a thesis in your concentration, which will count toward your credits earned in the concentration. More details on the thesis option are available later in this booklet.

#### **Human Values**

Of the concentration courses, one must be a core course in the concentration, and a second must be either a core course in the concentration or a human values course in the concentration.

#### **Electives**

In addition to completing the core and concentration, you must complete 21 credits (7 three-credit courses) in B.A.L.S. courses outside of your concentration. Your concentration and electives courses together must include two courses in non-Western studies.

## Other Georgetown courses

With the approval of the Associate Dean, students in the B.A.L.S. program may take a limited number of courses from other units of Georgetown University. Ordinarily these will count toward your electives requirement unless otherwise approved by the Associate Dean.

## Independent study

You may design an independent study project with any willing Georgetown faculty member. Instructions and forms are available at http://scs.georgetown.edu/departments/4/bachelor-of-arts-in-liberal-studies/resources-and-policies.cfm#forms. The completed proposal must be submitted to the Associate Dean before the first day of class.

#### Courses at other institutions

You also may take a limited number of courses at other Washington DC educational institutions. You pay the usual Liberal Studies tuition rate, to Georgetown, for such arrangements. Information is available at http://www12.georgetown.edu/undergrad/bulletin/consortium.html, and the necessary forms are available from Mr. Hanna in the B.A.L.S. office.

## **Transfer credit**

Many B.A.L.S. students have already completed some college study, and Georgetown is pleased to offer transfer credit for as many as 64 credits. Your college transcripts were evaluated during the admissions process, and you should already have received notification of your transfer credit. If you have not, please contact the Associate Dean.

Transfer credit ordinarily is not awarded for study at other institutions after you have started study at Georgetown. In unusual circumstances – such as taking a course not available at Georgetown – an exception to this policy may be granted, but you **must** consult with the Associate Dean in advance. In addition, students sometimes seek to take summer classes at institutions outside the Washington DC area. Consult with the Associate Dean *before* registering for such classes, so you can be sure that they will apply to your academic program.

#### Advanced Placement/CLEP credit

The B.A.L.S. program offers Georgetown credit for students who have completed certain Advanced Placement examinations and College Level-Examination Program examinations with qualifying scores. In awarding credit, the B.A.L.S. program follows the standards outlined in the university's *Undergraduate Bulletin*. Please note that it is the student's responsibility to arrange for the College Board to send the AP or CLEP scores directly to the B.A.L.S. program; AP or CLEP scores listed on another college's transcript will not be evaluated.

## **Military training**

The B.A.L.S. program follows recommendations from the American Council on Education to grant transfer credit, on a case-by-case basis, for certain military training. Have your AARTS or SMART transcript sent directly to the B.A.L.S. program office for evaluation. These credits count against the 64-credit maximum for transfer credits.

## Thesis option

Optionally, a student may complete a thesis, which counts toward credits required in the concentration. The student must have a minimum letter grade average of C and a cumulative grade point average of at least 2.0 quality points.

There is no across-the-board minimum length for a BALS thesis. The thesis should be a substantial work exceeding the length of customary term papers. The appropriate length will be determined by the faculty mentor, with the approval of the associate dean, taking into account the content of the thesis.

The student's Thesis Committee is made up of the thesis mentor chosen by the student, the student's Thesis Proposal Workshop professor, and the Associate Dean. Successful completion of the thesis proposal and its approval will result in a Pass ("S") grade for the Workshop. Students who must Withdraw ("W") from the course or Fail ("U") the course may only register for the course one more time.

Before writing the thesis, the student completes the Thesis Proposal Workshop in the semester in which the student plans to prepare and submit for approval a thesis proposal (the semester before the student enrolls in the Thesis Research/Thesis Writing courses). This is a non-credit, zero-tuition course. Please note: The Thesis Proposal Workshop taken in conjunction with a three-credit course constitutes half-time status. During this Workshop the student joins with other students and the professor offering the Workshop to do the research necessary to create a statement of the nature, purpose, theme of the thesis; an outline of its parts; and a schedule of accomplishing these goals and completing the thesis.

Following the approval of the thesis proposal, a student registers in the three-credit Thesis Research/Thesis Writing courses offered during the fall or spring semesters. Enrollment in these two courses constitutes half-time status. The Thesis Writing course is the final three-credit course for Bachelor's candidates who choose the three-credit thesis option. Students must also register at the same time for the Thesis Research course, which is for 0 credits, \$0 tuition, and carries no grade. The Thesis Writing course is for the actual production of the thesis and carries three credits with regular semester tuition charges and is assigned a letter grade by the student's mentor reflecting the work on the thesis.

All theses not completed during the first term in which the student enrolls in the Thesis Research and Thesis Writing courses MUST be submitted and accepted by the established deadlines of the following semester (fall or spring, summer not included).

#### Thesis final deadlines are:

May 1 for students enrolled in Thesis Writing/Research in the Fall semester Dec. 1 for students enrolled in Thesis Writing/Research in the Spring semester Failure to complete the thesis by the final deadline results in the grade of "F" for the course and termination of degree candidacy. (If these dates fall on a weekend, the following Monday will be the deadline.)

Undergraduates who receive an "N" for the first semester of the thesis course may request a letter from the Program Director explaining their student status so that they may continue using the library.

## Degree conferral time-line

The B.A.L.S. degree must be completed within five years of first registration. Extensions for good cause can be granted by the Associate Dean.

#### Admissions

A student is officially admitted when a letter of acceptance has been received and registration has been completed. All new students must attend New Student Orientation and register online prior to the beginning of their first semester on the designated date for that term.

## Part-time student status

Inasmuch as this program is designed for adult students with existing occupational and/or family responsibilities, the normal course of studies each semester, including the summer semester, is three to six credits, or one to two courses. With special permission of the Associate Dean, a student may more than 11 credits. In some cases, capacity limits may restrict the school's ability to permit students to take more than 11 credits in a semester.

Prospective students on J-1 or F-1 student visa status may not apply for admission to the parttime Liberal Studies Degree Program.

## Academic counseling

Students are encouraged to request academic guidance and counseling as needed from the Associate Dean or other faculty members.

# Course registration

You are strongly advised to register for classes early, because many courses do fill up, and there is a strict size limit on the classes.

Register for courses online at https://myaccess.georgetown.edu. You will need your NetID and password. If you need assistance with this, contact the Help Desk at 202 687 4949. The available courses are listed at http://explore.georgetown.edu

Once you are logged on, click on "Registration Services" and "Add/Drop Waitlist" to register. Enter a course, and click on "Add this course" and "Do it".

If the course is open, you will be enrolled, and it will appear on your schedule at the bottom of the screen. If you get the message "Section Closed with Waitlist," the course is full. To be added to the waitlist, enter the course number and click "Waitlist this course."

You will be contacted by email if a seat in the course is available, so check your email regularly.

Registering for more than 11 credits, or for Georgetown courses outside liberal studies, requires approval from the Associate Dean.

#### Online waitlist

A Waitlist system manages the wait list for closed courses each semester. Periodically, before classes begin, the Waitlist is sorted, and the Registrar emails students if a space has opened in a closed class. Available spaces may open but will not be filled once a course begins. The online Waitlist is maintained according to the date you put yourself on the Waitlist. If more than one person goes on the list on the same day, they are listed in the order they were admitted to the degree program from earliest admit to the most recent.

## Add/Drops

You may add/drop courses online until 5 p.m. of the day before the course begins. After that time, dropping a course requires a manual form and cannot be done online. Call the Associate Dean for assistance with the process.

Generally you may not add a course after its first meeting date.

Courses dropped during the Add/Drop period will be deleted from the student's record with 100% tuition refund; thereafter, dropped courses are listed as "W" (withdrawn) on the record and the tuition refund is prorated according to the date of the withdrawal. Students should be attentive to the fact that dropping or withdrawing from a course may have implications on their loan or visa status and must keep the appropriate authorities informed.

## Add/Drop/Withdrawal refund schedule

The following schedule is subject to change. Specific dates based on the following schedule can be found at http://registrar.georgetown.edu/tuition/

lst or 2nd week of semester: 100% refund/delete 3rd or 4th week of semester: 80% refund/withdraw 5th or 6th week of semester: 70% refund/withdraw 7th or 8th week of semester: 50% refund/withdraw 9th week of semester: 40% refund/withdraw

9th week of semester: 40% refund/withdraw 10th-15th week of semester: 0 refund/withdraw

# Grades and grading

## **Grading system**

A minimum GPA of 2.0 is required of Bachelor's candidates for graduation. Students must maintain a 2.0 ("C") average with "F's" counted as 0.0 grade points and 0 credit when calculating the cumulative GPA. Students who choose the thesis option must have the required 2.0 GPA prior to registration for the Thesis Proposal Workshop. Students will not be allowed to register for additional credits beyond the 120 course credits required for graduation for the purpose of raising the GPA.

## Official undergraduate grading system

The current University grading system for undergraduate students is listed below.

A	4.00	N Incomplete
A-	3.67	
B+	3.33	W Withdrawal
В	3.00	
B-	2.67	S Satisfactory
C+	2.33	(C or better in
$\mathbf{C}$	2.00	a pass/fail course)
C-	1.67	U Unsatisfactory (below a
D+	1.33	C in a
D	1.00	pass/fail course)
F	0.00	

**Grade Reports** are mailed to students by the Office of the Registrar at the conclusion of each term the student is enrolled. Grades are also posted on https://myaccess.georgetown.edu as the professors submit them. Graded papers returned by professors for student "pick-up" are kept by the Associate Dean for two semesters. Some professors return papers in class or by mail.

(NR) is posted on a grade report when the grades for that course have not been submitted by the professor.

The **Quality Grade Point Average, or GPA**, is calculated by dividing the total number of quality points earned at Georgetown University in the Liberal Studies Degree Program by the total number of academic credits attempted at Georgetown University in the Liberal Studies Degree Program. The current GPA is included on the student's degree audit which the student may view at https://myaccess.georgetown.edu. (Transfer credit counts toward the total number of academic credits but grades from those courses are not transferred or included in the cumulative GPA.)

**Pass/Fail Option:** Liberal Studies courses may not be taken Pass/Fail with the exception of the Thesis Proposal Workshop which is designed and designated as a no credit, non-degree course. A student may request to take a course outside the B.A.L.S. program on a pass/fail basis of grading under the following circumstances. Courses that have been designated by departments and programs to be taken *ONLY* on a pass/fail basis may be applied toward the B.A.L.S. degree upon approval by the Associate Dean.

The grades of Satisfactory or Unsatisfactory are awarded for pass/fail courses only. Grades of "S" and "U" are not included in the calculation of a student's GPA. However, for the purpose of reviewing academic performance leading to academic dismissal, a "U" is treated the same as an "F."

**Honors** (cum laude, etc.) are posted on the final transcript and diploma. The following standards are used:

summa cum laude: 3.9 and above cum GPA magna cum laude: 3.7 and above cum GPA

cum laude: 3.5 and above cum GPA

## Incomplete grades

In some instances it may be necessary for a B.A.L.S. student to request an Incomplete, "N," grade and an extension of time by the professor to complete the required coursework. Some professors do not allow Incompletes. If they do, they may establish a date prior to the dates given here and they may also assign a grade penalty or other penalty for late work. If the professor grants the student additional time to complete the coursework and the work is completed by the date established by the professor on or before the Incomplete deadline, the "N" is changed to the appropriate grade. This policy is applicable to all Liberal Studies courses as well as courses students may take outside the Program here at Georgetown or another university.

Deadlines for the submission of Incomplete work from each semester will be as follows:

Jan. 15: for a course taken in the Fall term

June 15: for a course taken in the Spring term

Sept. 15: for a course taken in the Summer term

If these dates fall on a weekend, the following Monday will be the deadline. All assignments to be completed by those dates must be delivered (hard copies, only) to the Associate Dean no later than 4 p.m. on or before the date listed above. Submissions will be date stamped and sent to the appropriate professor. Submissions will be date stamped and sent to the appropriate professor. Submissions after the published deadline date and time will not be accepted and the grade of "N" will automatically change to the grade of "F."

Following the deadline the professor will review the work submitted and send a grade change report to the Associate Dean. The grade change is then forwarded to the Registrar for posting to the student's record.

## Course grade change

When a professor believes a grade change for a course is justified, e.g., because of an error in recording, or following a student's inquiry, the professor will send a grade-change authorization form with a signed statement of the reason for such a change to the Associate Dean for approval. It should be clearly understood that no additional work from an individual student can effect a grade change.

## Course grade appeal

When a student appeals a grade received for a course, the following steps are to be taken:

- a. The student should first seek an acceptable resolution through a discussion with the professor. This process must begin no later than 30 days after the beginning of the semester following that semester in which the contested grade was received.
- b. If a satisfactory resolution is not reached, the student will then discuss the matter with the Associate Dean. This process must begin no later than 60 days after the beginning of the semester following that semester in which the contested grade was received.
- c. If a satisfactory resolution is still not reached, the student may take the case (in writing) to the Dean of the School of Continuing Studies. The Dean may then refer the issue to the Standards Committee which is composed of three faculty members. The Standards Committee reserves the right to make its judgment based on the written materials alone. If the materials so warrant, a formal hearing may also be held. This process must begin no later than 90 days after the beginning of the semester following that semester in which the contested grade was received. That committee's decision (to raise, lower, or sustain the grade) shall be forwarded to the Dean who will inform the student of the decision which shall be final.

## Graduation

B.A.L.S. degrees are granted in May, August, and December. B.A.L.S. students contact the Associate Dean in their final semester to request and submit a Degree Application by Oct. 1 for December degree completion, Feb. 1 for May degree completion, and May 1 for August completion.

#### Financial clearance

B.A.L.S. students must settle all financial obligations to the University -- e.g. overdue tuition, library fines, and late fees -- so that their account balance is \$0 before submitting their thesis or completing their last course to be eligible to graduate and receive a diploma and final transcript. The financial clearance deadlines are Dec. 1 if completing the degree in December, May 1 if completing the degree in May, or August 1 if completing the degree in August.

## **Graduation ceremonies**

All graduates are awarded their degrees and diplomas at Commencement Exercises scheduled in May. Students whose degrees were posted earlier are encouraged to participate in the formal graduation ceremony in May of each year.

# Academic regulations

#### Leave of absence

A student who must interrupt studies temporarily should discuss the situation with the Associate Dean. If two consecutive semesters pass in which a student does not register or notify the Associate Dean that he/she needs to take a semester off, the student may be withdrawn from the program. At any time, the student can request reinstatement

## Withdrawal from the program

A student who wishes to withdraw from the B.A.L.S. program should do so in writing to the Associate Dean so that it may be recorded on their permanent records.

#### Class attendance/absence

Because of the intense nature of the B.A.L.S. program, attendance in class is expected except in extraordinary circumstances. In all instances, the student should contact the professor regarding any absence. Absence from the first class meeting and/or several unexplained absences or an accumulation of absences usually result in withdrawing the student from the course. Individual professors may request that a student be withdrawn from the course due to absence or may reflect a student's absence in the final course grade or by requiring additional course assignments before assigning the final grade.

#### **Academic actions: Probation**

If a student fails one course during a semester, the student is automatically placed on probation and remains in that status until the terms of the probation are satisfied. In addition, a student will be placed on probation if his/her cumulative quality index is below 2.0 at the end of any academic semester. A student remains on academic probation until a minimal cumulative 2.0 GPA is achieved.

# Academic actions: Academic dismissal (degree candidacy terminated)

Academic dismissal is determined on one of two grounds: academic integrity or academic ineligibility.

## **Academic ineligibility**

For students in the B.A.L.S. Program, earning one "F" in a semester while on probation, two "F's" in any one semester regardless of previous record, or at any time an accumulation of three "F's" results in academic dismissal.

## Dismissal appeal

When degree candidacy has been terminated, the student shall have the right of appeal to the Dean of the School of Continuing Studies, who will then refer the appeal to the Standards Committee of three faculty members. The appeal procedure is not to be used for the circumvention of standard requirements or Program policies (e.g. grade point average and thesis requirements), but is designed to deal with exceptional cases.

The student must present his or her grounds for appeal to the Dean, in writing, within 60 days of the date of the termination of degree candidacy letter. The Dean will forward the materials to the Standards Committee. The Standards Committee reserves the right to make its judgment based on the written materials alone. If the materials so warrant, a formal hearing may also be held. The decision of the committee will be forwarded to the Dean who will inform the student of the decision which is final.

#### Readmission

A student who has been dismissed should not expect to be readmitted. In very rare cases, when in the judgment of the Dean of the School there is clear evidence of probable future academic success, a written application for readmission may be considered. This request for readmission must be submitted to the Dean six weeks before the date of intended registration. The Dean will forward the written application for readmission to the Standards Committee of three faculty members. The Standards Committee reserves the right to make its judgment based on the written materials alone. If the materials so warrant, a formal hearing may also be held. That committee's decision to grant or deny the student's request for readmission will be forwarded to the Dean who will inform the student of the decision which shall be final.

# Academic integrity

#### **Honor Code**

As a Jesuit, Catholic university, committed to the education of the whole person, Georgetown expects all members of the academic community, students and faculty, to strive for excellence in scholarship and in character.

To uphold this tradition, the University community has established an honor system for its undergraduate schools, including Georgetown College, the School of Foreign Service, the School of Business, the School of Nursing and Health Studies, and the School of Continuing Studies. Students are required to sign a pledge certifying that they understand the provisions of the Honor System and will abide by it.

The Honor Council is the principal administrative body of this system. The Honor Council has two primary responsibilities: to administer the procedures of the Honor System and to educate the faculty and undergraduate student body about the standards of conduct and procedures of the System.

Upon application to any of the academic divisions of Georgetown University subject to the jurisdiction of the Honor System, all students will agree to sign the Honor Pledge. Upon matriculation, the student will state or write the pledge as follows:

In the pursuit of the high ideals and rigorous standards of academic life,

I commit myself to respect and uphold the Georgetown University Honor System:

To be honest in any academic endeavor, and

To conduct myself honorably, as a responsible member of the Georgetown community, as we live and work together.

Faculty may at their discretion require students to include a signed version of the pledge with their assignments.

Without regard to motive, student conduct that is academically dishonest, evidences lack of academic integrity or trustworthiness, or unfairly impinges upon the intellectual rights and privileges of others is prohibited. A non-exhaustive list of prohibited conduct includes: cheating on exams and other assignments, committing plagiarism, using false citations, submitting work for multiple purposes, submitting false data, falsifying academic documentation, abuse of library privileges, and abuse of shared electronic media.

The Honor System includes detailed provisions for investigating and adjudicating allegations of academic misconduct. Further information is available at http://gervaseprograms.georgetown.edu/honor/system/.

Students found to have committed any such offense will be subject to academic penalties. These include but are not limited to failure of the course, suspension or dismissal from the University, and revocation of degrees already conferred.

# **Program policies**

## Change of address

Address change/correction is a two-step procedure that must be made both online and by email by the student.

- 1. Enter the change online for the Student Record System/Registrar using My Access to continue to receive University mail, grade reports, etc.
- 2. At the same time, notify the Associate Dean in order to continue to receive program mailings, registration information, and phone calls.

## **Educational records policy**

Georgetown University accords to its students all rights under the Family Educational Rights and Privacy Act of 1974. Contact the Associate Dean of the B.A.L.S. Program at (202) 687-5145.

## **Directory information disclosure policy**

The Office of the Registrar publishes a directory which contains the names of all Georgetown students.

The University may provide directory information at its discretion. This information includes the student's name, address, and telephone numbers, date and place of birth, field of study, dates of attendance, and expected date of graduation. Students may instruct the Registrar to withhold the release of directory information by completing an Information Disclosure Form and giving this written notice to the Office of the University Registrar by the second week of classes of the Fall semester.

If you choose not to have your name, address, phone number or email address published in the B.A.L.S. Directory which is mailed to B.A.L.S. students and faculty, please submit your request in writing to the Associate Dean.

## **Immunization policy**

All students under age 26 attending school are required by DC Law 3-20 to present evidence of immunization against the following diseases: Poliomyelitis, Measles, Rubella (German Measles), Diphtheria, Mumps and Tetanus.

Also the District of Columbia requires **all new students**, *regardless of age*, to complete a Tuberculosis Screening Certificate available at http://www3.georgetown.edu/student-affairs/health/forms.html. If you fail to submit the certificate, the Student Health Center will prevent you from registering for future semesters and may levy a fine. For further information, call the Student Health Center (202) 687-4500.

## **Immigration policy**

Liberal Studies students who are non-U.S. citizens must complete and submit to the Office of International Programs an Immigration Questionnaire prior to admission. Prospective students on J-1 or F-1 student visa status may not apply for admission to the part-time Liberal Studies Degree Program.

#### **Electronic mail**

Please use your official georgetown.edu e-mail address in all e-mail communications with faculty and staff members. If you wish, you can configure your Georgetown account so that incoming Georgetown e-mail is redirected to another account that you prefer to use. Information on this is available at http://netid.georgetown.edu.

## **Emergency closures**

During inclement weather or other emergencies, check http://preparedness.georgetown.edu or call (202) 687-7669 for information on whether the university is open.

The university recently has acquired the capability to send text messages and recorded messages about emergencies to cell phones and other mobile devices. Sign up at https://myaccess.georgetown.edu.

## Policy Accommodating Students' Religious Observances

Georgetown University promotes respect for all religions. Any student who is unable to attend classes or to participate in any examination, presentation, or assignment on a given day because of the observance of a major religious holiday or related travel shall be excused and provided with the opportunity to make up, without unreasonable burden, any work that has been missed for this reason and shall not in any other way be penalized for the absence or rescheduled work. Students will remain responsible for all assigned work. Students should notify professors in writing at the beginning of the semester of religious observances that conflict with their classes. The Office of the Provost, in consultation with Campus Ministry and the Registrar, will publish, before classes begin for a given term, a list of major religious holidays likely to affect Georgetown students. The Provost and the Main Campus Executive Faculty encourage faculty to accommodate students whose bona fide religious observances in other ways impede normal participation in a course. Students who cannot be accommodated should discuss the matter with the Associate Dean for the B.A.L.S. program.

## Responding to bias incidents

As a Jesuit, Catholic institution, Georgetown University cherishes each of its students, faculty and staff members. We believe that each individual enjoys God-given human dignity, and consequently we believe that you are entitled to a learning/teaching environment that is free of bias due to your race, religion, sexual orientation or other characteristics. Rarely, you may encounter an incident -- someone else's speech or other behavior -- of bias. In the unlikely event

that this happens to you, you are encouraged to report the incident to http://biasreporting.georgetown.edu. On that Web site, you can submit a confidential report. A university staff member will investigate the incident, make sure that you receive the appropriate support, and help you decide whether additional reporting (such as a police report) is appropriate.

# University offices and services

#### **GO Cards**

You must have a student identification card, called a GO Card, to check books out from the library, to enter some campus buildings and labs, and to use the University shuttle bus. GO Cards are issued by the GO Card Office located at the entrance of Darnall Hall. The office is open weekdays from 9 a.m. to 5 p.m. Unfortunately, the office does not offer evening hours, but you can make your visit a short one by completing most of the work in advance; you can email or fax in your information and simply pick up the card when it is ready. Information is available at http://gocard.georgetown.edu.

## **Computer support**

If you are having difficulty with any of the university's online systems, please contact the University Information Services (UIS) help desk for assistance (http://uis.georgetown.edu/content.html?ID=307). You can call (202) 687-4949 and press 1, or you can send e-mail to help@georgetown.edu. Information on the status of service outages is announced at https://www12.georgetown.edu/uis/tools/outages/unscheduled.cfm

## **Transcripts**

All official student transcripts are stored at the Office of the Registrar. A student may request a copy of his/her transcript in person or by writing the Registrar, G-01, White-Gravenor, (202) 687-4020. A one-time transcript fee of \$10 is charged to each new student's account upon acceptance to the Liberal Studies Degree Program.

## Office of International Programs

Applicants who are non-U.S. citizens must request, complete and submit for approval an Immigration Questionnaire along with their Liberal Studies application. Students holding or applying for F-1 or J-1 student status may not apply for this part-time program. International students whose immigration status is approved by the Office of International Programs and who are admitted to the B.A.L.S. Program must follow carefully the guidelines and policies as set forth by immigration regulations. They must keep their OIP advisors informed of their progress as students. OIP offices are located in Poulton Hall. For further information, call 202-687-5867.

#### **Student Accounts**

Student billing and student accounts management are handled by Student Accounts, located on the ground floor of White-Gravenor, (202) 687-7100. Tuition adjustments are made by the Registrar, and Student Accounts processes the refunds. When a credit balance is due, it can be refunded only after it appears on the Student Account ledger. Application for a refund check

must be made in writing to the Office of Student Accounts or the student may leave the refund as a credit balance in his/her student account.

#### Student Financial Aid

B.A.L.S. students may secure information on loans and other financial assistance by contacting the Financial Aid office located in Room G-19, Healy Building, (202) 687-3478 or accessing Financial Aid Information for Liberal Studies students on their Web site, http://finaid.georgetown.edu/scs.htm. Please be sure to confer with Financial Aid before dropping a course in midsemester, because that can have implications for repayment of student loans that you have.

The financial aid office distributes notices by e-mail about outside scholarships for which Georgetown students can apply. To sign up for this e-mail list, use your Georgetown e-mail address to send an email message to listproc@georgetown.edu. In the body of the email (subject line should remain blank), please write:

subscribe SCHOLARSHIPS-L your first name your last name

(for example, subscribe SCHOLARSHIPS-L Jane Hoya)

#### **Bookstore**

The University Bookstore is located on the main floor of the Leavey Center. The main line is (202) 687-7482.

## **Lauinger Library**

The main campus library is located on the corner of 37th and Prospect Street. Call (202) 687-7500 to verify the daily schedule. Carry your GO Card with you when you go to the Library as you must show it to enter the Library. Many library services, such as databases, are available online from any location.

## **Parking**

For students, guests, prospective students coming to campus during the daytime (before 5 p.m.) please note: A limited number of daily "visitor" parking spaces are available in the Southwest Garage for a flat rate of \$12/day. This garage may be reached by entering the campus from Canal Rd. Parking in the Southwest Quadrangle is available for Liberal Studies students after 5 p.m. weekdays. Show your student GO Card and pay \$2.00. There is no parking charge in the lot on Saturday and Sunday.

#### **Academic Resource Center**

The Academic Resource Center offers assistance to all University students in many skills areas necessary for academic achievement, including reading comprehension, study and test taking strategies, notetaking and time management. Students may consult individually with a learning skills specialist. Services and referrals are also provided for students who may have learning disabilities. For further information call the center at (202) 687-8354, or by email at arc@georgetown.edu.

## Computer services

The University's Academic Computer Services operates computer laboratories for student use. Labs that are most convenient for Liberal Studies students to use are located in the Reiss Science Building in Room 238 and in the Intercultural Center, Room 100 for B.A.L.S. students. In case of "over-flow" usage in these locations, students may be directed to labs that are set up in the LXR, Harbin, and Village C residence halls.

## **Veterans and active-duty military personnel services**

Students who are eligible to receive veterans educational benefits through the Veterans Administration may contact the Veterans' Affairs Coordinator in the Registrar's Office, (202) 687-4020 for Veterans education benefits, and enrollment certification/information.

The School of Continuing Studies is pleased to work with the U.S. Department of Veterans Affairs to accept the government's new "Yellow Ribbon" benefit. If you are a veteran or dependent of a veteran who has served in the armed forces for 36 months after Sept. 11, 2001, you may be eligible to take courses without paying anything out-of-pocket for tuition.

The benefit is available to all bachelor- and master-degree students in the School of Continuing Studies. It is available to both new students and students who already are enrolled.

To take advantage of the Yellow Ribbon benefit, you must obtain a Certificate of Eligibility from the U.S. Department of Veterans Affairs and submit it to Mr. D. Scott Heath, Georgetown's assistant registrar, at dsh39@georgetown.edu or (202) 687-4154. To minimize delays, please apply for the Certificate of Eligibility as soon as possible. Please do <u>not</u> submit the Certificate of Eligibility to the School of Continuing Studies.

#### **Student Center**

The Leavey Center provides students several places for dining: Starbuck's, Cosi, Fast Break (fast-food), The Faculty Club (restaurant), Vital Vittles (mini-market), and several coffee bars. The Leavey Center also has open lobbies for study as well as a full service attached Marriott Hotel. (A mini-market, Hoya Snaxa, is located above the parking garage.)

#### Yates Field House

A fully equipped recreational facility is located near the Observatory. Call (202) 687-2400 for information on fees and services.

#### Student health insurance

Liberal Studies students enrolled in nine or more credit hours are automatically charged the required health insurance fee on their tuition bill. Eligible students must accept or waive this insurance. You may waive the insurance online through https://myaccess.georgetown.edu. Students enrolled in less than nine hours are not eligible for Health Insurance. For information, call (202) 687-4883 or visit http://studentaffairs.georgetown.edu/insurance.

## **Georgetown University Transportation Shuttle**

G.U.T.S. is a bus transportation service offered by Georgetown University. For routes, schedules, and fares, call (202) 687-4364 or visit the Web site, http://otm.georgetown.edu/guts.

#### **Career Education Center**

The Career Center is located near the Book Store in the Leavey Center. It provides career counseling and job search techniques. Catalogs of job listings by states and regions are available in the Center's library. For further information and to obtain its hours of operation, call (202) 687-3493 or visit the Web site, http://careerweb.georgetown.edu.

## Financial obligations

Full payment of tuition is due by the dates established by the Student Accounts office. A late fee and service charge are assessed for payment after these established dates. A student may defer current semester charges following the directions on the bill and meeting the fee schedule set by Student Accounts. Students with overdue accounts will have a financial block and may not register online until the block is lifted. The unpaid balance of the fall term must be less than \$2000 to register online in late October to January for the spring term; the unpaid balance for the spring term must be less than \$100 to register online in April-May for summer or April-August for the fall term.

## **Liberal Studies Writing Resource Program**

In order to excel in our program, you will need excellent writing skills. Even experienced writers can use help now and again! As a member of the Georgetown community, you will have full access to the University Writing Center (http://writingcenter.georgetown.edu) located in Lauinger Library 217A.

Offered to students at all levels, the center's tutoring has proved helpful to those wishing to improve their grammar and style, to respond more effectively to assignments, to learn to organize both short papers and lengthy research projects, and to turn first drafts into publishable

projects. Some students seek assistance on a regular basis; some only occasionally. For well-established students, the writing tutors have also offered on-line help, responding to questions about papers submitted through email attachments and counseling students through phone conferences.

## **Undergraduate Honor Society**

Undergraduate degree candidates who meet the following criteria are eligible for the annual spring selection and induction into the Gamma Tau Chapter of Alpha Sigma Lambda Honor Society.

The eligibility requirements are:
3.5 or higher cum GPA
Completion of at least 90 credits, 30 of which have been earned in the Georgetown University
Liberal Studies Degree Program

## **Religious Studies and Theology Honor Society**

Liberal Studies students who are pursuing the Religious Studies Curricular Field are eligible for the annual spring selection and induction into Tau Alpha Kappa Honor Society, the national honor society for religious studies and theology. The eligibility requirements are:

Completion of 5 courses (15 credits) in theology

3.5 or higher cum GPA in theology courses

3.0 or higher cum GPA in all courses completed

# Curricular fields of study

#### **American Studies**

Three major dimensions of American culture are explored through American Studies: the historical origins and development of the nation; the political and philosophical ideas which brought about the United States Constitution and an evolving political system; and the religious beliefs, cultural traditions, and literary texts which, for more than three centuries, have shaped the nature and direction of American society and civilization. The goal is for students to develop a critical, balanced, and integrated view of American life and society, and in the process to answer the question posed by Hector St. John de Cecoeur in the eighteenth century, "What, then, is the American, this new man?"

#### **Catholic Studies**

Courses in Catholic Studies focus on both the theological and the cultural dimensions of Catholicism, showing the connections between Catholic faith and life. Students explore the theological development of Catholicism from the biblical world through major thinkers of the past to contemporary thought. They also examine the many ways in which Catholicism has shaped a view of God, world, and human experience as manifested in art, literature, ethics, and spirituality.

#### **Classical Civilizations**

Classical Civilizations explores many aspects of the ancient Mediterranean cultures of Greece and Rome which present a continuous, constantly developing tradition from the earliest surviving poetry (Homer, about 800 B.C.E.) to the rise of Medieval Europe some 1500 years later. Included are history, literature, art history and archaeology, philosophy, and myth. From this variety of disciplines the goal is a synthesis leading to a more comprehensive view of culture itself, and to an understanding of how ancient Greece and Rome have so profoundly influenced Western thought, art, and politics.

#### **Communications**

Communications provides students with a broad foundation in the basic skills and knowledge required for success in a wide variety of mass communications related professions. It promotes an understanding of the complexities of the communications industry and introduces students, through interdisciplinary study, to the major roles found in the communications industry. Students take courses in general communications, journalism, media studies, and public relations.

#### **Entrepreneurship**

In today's ever-changing business climate the Entrepreneurship concentration provides students a strong foundation to become leaders within their local, national and international communities. This concentration will address the human and social factors that shape innovation and entrepreneurship through courses based in leadership and social justice. At the same time, students will build a solid base of practical business knowledge from identifying business opportunities, to the application of accounting, marketing, finance and management skills.

#### Humanities

In Humanities, students have the opportunity to shape an integrated, interdisciplinary program of study in art, philosophy, theology, literature, and history. In the course of their studies they will come to appreciate the distinct ways in which each discipline seeks to know and reflect the world in which we live. At the same time they will examine and evaluate the enduring insights of these disciplines in an effort to answer for their own lives the abiding private and public questions no person should escape or avoid.

#### **International Affairs**

International Affairs courses assist the student in forming a critical awareness of the complexity of issues in foreign policy and international affairs and an ethical framework for making informed decisions about these issues. Besides examining basic value conflicts in international relations such as questions about war and peace, human rights, nationalism and democracy, courses will be offered in international politics, business, economics; defense issues; the developing countries; and special geographic regions.

#### Leadership

Leadership focuses on the analytical and practical skills necessary for effective leadership. The integration of practical skills with moral purpose is the defining characteristic. The concentration emphasizes leadership in organizations, whether business, nongovernmental, or governmental, while the educational focus is on developing the leadership capabilities of individuals. Courses are organized around theories of leadership and motivation, team and group dynamics, critical thinking, and ethical decision making.

#### **Literature and Society**

Literature and Society offers courses on traditional historical periods, major authors, and the genres of literature. Grounded in a careful reading of texts, the courses also offer students the opportunity to explore the relationship of literature to such disciplines as art, film, theatre, photography, theology, and cultural history. These courses give particular attention to the human values implicit in literature.

#### **Organizational Leadership**

The Organizational Leadership concentration provides an interdisciplinary and holistic approach to developing skills in managing and leading within an organizational context. Students develop their skills in negotiating, managing workplace diversity, resolving conflict and setting strategic goals. This concentration builds practices needed to compete in today's competitive business environment.

#### **Religious Studies**

Through a variety of courses in the field of Religious Studies, students are invited to deepen their understanding of religion by asking such questions as, Why have humans been so habitually religious? Is religious understanding compatible with reason and science? Can one retrieve anything of significance from ancient religious texts and traditions? What is the relationship between religion and culture? What is theology? What is the status of Christian, Jewish, Muslim, and other kinds of theology in a religiously plural world?

## **Social/Public Policy**

Social/Public Policy courses analyze the political process; the role of government, private and public organizations/institutions in public policy decisions; national problems such as crime, poverty, and social inequality; and issues such as the role of the media, the intelligence community, and the impact of war. Special attention is focused on scientific discoveries and technological innovations that dramatically affect every aspect of society's choices regarding science and technology including issues such as bioethics, computerization, privacy and genetic engineering.

#### **Theory and Practice of American Democracy**

History, philosophy, and social science combine in this field of Theory and Practice of American Democracy to describe the origins and distinctive character of the American form of democracy; to analyze the political processes by which the consent of the governed is achieved; to confront issues which reflect the ever present struggle to make democracy work for all elements of the society; to consider the continuing influence of the Constitution on American society and movements for change or reinterpretation; and to review institutional or international influences on government such as the media and foreign relations.

#### **Urban Analysis and Community Development**

This interdisciplinary concentration provides students with the knowledge, skills, and experiences to better appreciate the challenges and opportunities facing people in urban areas. One goal is to understand oneself in the context of the larger community. A second is to explore the range of communities found in postindustrial and developing countries. A third is to provide a vision of social justice to guide social change so that people work together in constructing communities to make them more just, equitable, and humane. Students learn qualitative and quantitative methods and theoretical frameworks.

## Useful forms

## **Request for Incomplete**

In the case of illness or other grave reasons, a student may request permission from the Associate Dean to receive a provisional grade of N, which permits the student to complete the work of a course after the course has ended. The grade is converted to an A-F grade after the remaining work is submitted and graded.

A student requesting an N grade must submit this signed form to the Associate Dean by the last day of class in the semester. Make three copies: The student and the professor should each keep one; submit the third to the Associate Dean (3307 M Street, Suite 202). Hand delivery is advised.

Unauthorized N grades will automatically be converted to failures.

When an N grade is granted, the professor must *submit an A-F grade* by the following deadlines:

- January 15 for a fall semester course
- June 15 for a spring semester course
- September 15 for a summer course

(Continued on next page)

An incomplete not cleared by the above dates will be converted to F. It is not possible to extend an incomplete beyond the above dates.

Note that the student should submit course assignments well *before* the above due dates, to allow the professor time to grade the assignments. The professor and/or the Associate Dean may set deadlines earlier than above.

Student name
Student GU ID (starts with 8)
Course number
Semester
Professor name
Reasons for the requested incomplete. Be specific. If medical, please attach documentation:

What work must the student complete? Be specific:			
Deadline for submission to professor			
How is the material to be submitted (email, hand delivery, etc.)			
Professor's comments and endorsement:			
I have read the instructions on this form and agree to the terms for completing this incomplete.			
Student's signature			
Date			
Professor's signature			
Date			
Annual las Associate Desc			
Approval by Associate Dean			
Date			

## **Permission for Overload**

B.A.L.S. students must have the Associate Dean's permission to take more than 11 credits in a semester. Request permission by filling out this form and submitting it to the B.A.L.S. Program office at 3307 M Street NW, fax: 202 687 8954.

Student's name:	
GU ID number (starts with 8):	
Semester:	
Specific courses to be taken:	
Reason for overload:	
Other pertinent information:	
I understand that permission application will grant similar permission in lat	es to this semester only. The School does not guarantee that it ter semesters.
Student's signature:	
Date:	

## **Permission for Non-BALS Coursework**

B.A.L.S. students must have the Associate Dean's permission to take Georgetown classes outside of the B.A.L.S. program; that is, permission is required for any course in departments *other than* BLHS or BLHV. Request permission by filling out this form and submitting it to the B.A.L.S. Program office at 3307 M Street NW, fax: 202 687 8954.

Student's name:
GU ID number (starts with 8):
Semester:
Specific courses to be taken outside of BLHS/BLHV:
•
Reason for taking courses outside of B.A.L.S. program:
Other pertinent information:
· · · · · · · · · · · · · · · · · · ·
I understand that permission applies to this semester only. The School does not guarantee that it
will grant similar permission in later semesters.
min grant similar permission in later semesters.
Student's signature:
Date:

## Academic calendars

#### Fall 2011

Aug 28, 12pm: New Student Academic Convocation

Aug 30, 12pm: Mass of the Holy Spirit

Aug 31: Classes Begin; Follow Monday Class Schedule

Aug 31: Registration Changes Accepted

Sep 5: Holiday: Labor Day

Sep 9: Last Day for Registration Changes/Late Registration

Oct 10: Mid-Semester Holiday: Columbus Day

Oct 14: Undergraduate First-Year Student Advisory Grades Due

Oct 14: Upperclass Student Deficiency Reports Due

Nov 7: Early Registration for Spring 2012

Nov 7: Undergraduates: Last Day to Withdraw from Courses

Nov 19: Early Registration for Spring 2012 Ends

Nov 22: Graduate Students: Last Day to Withdraw from Courses

Nov 23: Thanksgiving Recess Begins after Last Class

Nov 28: Classes Resume

Dec 7: Classes End

Dec 8: Study Days Begin

Dec 12: Examinations Begin

#### Spring 2012

Jan 11: Add/Drop Begins

Jan 11: Classes Begin

Jan 11: Monday classes meet on first day of classes

Jan 11: Registration (New Students)

Jan 16: Holiday: Martin Luther King Day

Jan 20: Last Day for Registration Changes/Late Registration

Feb 20: Holiday: President's Day

Mar 2: Spring Break Begins after Last Class

Mar 12: Classes Resume

Mar 19: Undergraduates: Last Day to Withdraw from Courses

Apr 2: Early Registration for Following Fall Term Begins

Apr 4: Easter Break Begins after Last Class

Apr 10: Classes Resume

Apr 14: Early Registration for Following Fall Term Ends

Apr 30: Classes End

May 1: Study Days Begin

May 4: Examinations Begin

May 5: Exam Day

May 6: Study Day

May 7: Examinations Continue

May 12: Examinations End

May 17: Senior Convocation May 18: Commencement Weekend

#### Fall 2012

Aug 28, 12pm: New Student Academic Convocation

Aug 30, 12pm: Mass of the Holy Spirit

Aug 31: Classes Begin; Follow Monday Class Schedule

Aug 31: Registration Changes Accepted

Sep 5: Holiday: Labor Day

Sep 9: Last Day for Registration Changes/Late Registration

Oct 10: Mid-Semester Holiday: Columbus Day

Oct 14: Parents Weekend for COL, SFS, NHS & MSB

Oct 14: Undergraduate First-Year Student Advisory Grades Due

Oct 14: Upperclass Student Deficiency Reports Due

Nov 7: Early Registration for Spring 2012

Nov 7: Undergraduates: Last Day to Withdraw from Courses

Nov 19: Early Registration for Spring 2012 Ends

Nov 23: Thanksgiving Recess Begins after Last Class

Nov 28: Classes Resume

Dec 7: Classes End

Dec 8: Study Days Begin

Dec 12: Examinations Begin

Dec 20: Examinations End

#### Spring 2013

Jan 9: Classes Begin

Jan 9: Monday Begin; Follow Monday Class Schedule

Jan 18: Add/Drop Ends

Jan 18: Last Day for Registration Changes/Late Registration

Jan 21: Holiday: Martin Luther King Day

Feb 18: Holiday: President's Day

Mar 1: Spring Break Begins after Last Class

Mar 11: Classes Resume

Mar 18: Undergraduates: Last Day to Withdraw from Courses

Mar 27: Easter Break Begins after Last Class

Apr 2: Classes Resume

Apr 2: Early Registration for the Following Fall Term Begins

Apr 13: Early Registration Ends

Apr 29: Classes End

Apr 30: Registration Completion for Fall

Apr 30: Study Days Begin

May 2: Registration Completion Ends

May 3: Examinations Begin

May 4: Exam Day

May 5: Study Day

May 6: Examinations Continue

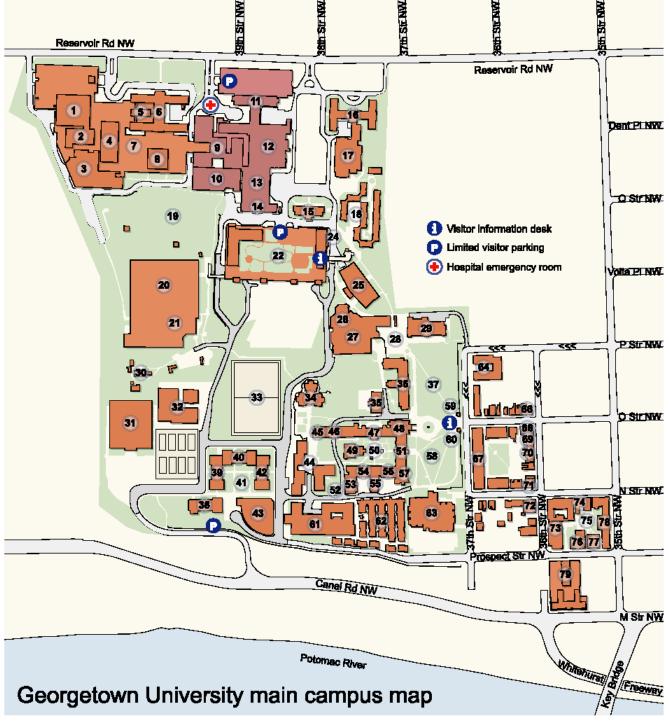
May 11: Examinations End

May 12: Add/Drop Begins for Fall

May 15, 12pm: Grades Due for Undergraduate Students

May 16, 2pm: Senior Convocation

May 17: Commencement Weekend



- (70) Academic Administration
- (71) Academic Administration
- (66) Alumni House
- (67) Alumni Square (Village B)
- (4) Basic Science Building
- (12) Bles Building (1) Building D
- (27) Bunn Intercultural Center (ICC)
- (79) Car Bam
- (9) Concentrated Care Center (CCC)
- (36) Copley Hall
- (37) Copley Lawn
- (49) Dahlgren Chapel of the Sacred Heart
- (8) Dahigren Medical Library (DML)
- (50) Dahigren Quadrangle
- (17) Damaii Haii
- (35) Davis Performing Arts Center (under construction)
- (75) East Campus Quadrangle (LXR)
- (48) Geston Hall

- (11) Georgetown University Hospital\*
- (53) Gervase Building
- (13) Gormen Building
- (72) GU Shops
- (33) Harbin Field
- (34) Harbin Hall
- (51) Healy Hall
- (58) Healy Lawn
- (32) Heating and Cooling Plant
- (18) Henie Village (26) ICC Auditorium
- (69) institute of Diplomacy
- (38) Jesuit Residence (Wolfington Hall)
- (20) Kehoe Field
- (40) Kennedy Hall
- (15) Kober Cogen Building
- (63) Lauinger Library
- (22) Leavey Center
- (10) Lombardi Cancer Center
- (78) Loyola Hall (LXR)
- (56) Maguire Hali

- (24) Main shuttle bus stop
- (42) McCarthy Hall
- (31) McDonough Gymnasium
- (45) McNeir Auditorium
- (52) McSherry Building
- (5) Medical and Dental Annex
- (6) Medical and Dental Building
- (54) Mulledy Building
- (74) Nevils Building
- (46) New North
- (3) New Research Building
- (61) New South
- (59) North Getehouse
- (19) North Kehoe Fleid
- (43) O'Donovan Dining Hall
- (30) Observatory
- (47) Old North
- (14) Pasquerilla Healthcare Center
- (64) Poulton Hall
- (7) Pre-Clinical Science Building (P\$B)
- (28) Red Square
- (66) Reed Alumni Residence

- (25) Relss Science Building
- (2) Research Resource Facility (RRF)
- (39) Reynolds Hall
- (57) Riggs Library
- (55) Ryan Hall
- (76) Ryder Hall (LXR)
- (60) South Gatehouse
- (41) Southwest Quadrangle
- (16) St. Mary's Hall
- (62) Village A
- (44) Village C
- (73) Walsh Building
- (29) White-Gravenor Hall
- (77) Xavier Hall (LXR)
- (21) Yates Field House

\*Georgetown University Hospital is owned and operated by MedStar Health.