

A

A/Pass/Fail

A grading option only for elective courses. If an A grade is earned, it is recorded. If a B, C or D grade is earned, a Pass grade is recorded. An F grade is recorded as Fail.

Academic Advisor

A professional who provides guidance on course enrollment, academic progress and graduation. Students typically meet with an advisor each semester before enrolling

Academic Center for Excellence and Success (aka ACES)

ACES assists students by providing free services and resources which include tutoring, the Writing Center, student success coaching, workshops, and more.

Academic Dismissal

Students who do not meet the required grade point average are dismissed from the university. They must wait at least two semesters before being considered for reinstatement.

Academic Warning (Warning)

Students who do not meet a required grade point average are placed on academic warning. Academic warning may precede dismissal.

Academic Year

The academic year consists of three semesters: fall, spring and summer. Emporia State's academic year for Fall begins in August, and the Spring academic year begins in January. Fall and spring semesters are 16-weeks each while summer is a shorter semester.

Accredited

Recognition that a university or program meets national or regional standards.

ACT

An exam that is a college admission requirement for many universities. The test measures students' English, reading, math, science and writing.

Ad Astra Conference

Conference that Emporia State First Generation Students have the opportunity to attend where they are able to connect and network with other first-gen students from other universities and build important skills!

Advanced Placement (AP)

College-level courses taken while in high school. Students may receive college credit based on their AP exam scores.

Allegation

A claim or assertion that someone has done something illegal or wrong, typically one made without proof.

Alumni (Alumna/Alumnus)

People who have graduated from Emporia State. A female graduate is an alumna; a male or female graduate is an alumnus.

Associate Degree

Usually, a two-year degree awarded to students who complete community or technical college requirements.

Asynchronous

Not existing or happening at the same time (i.e. discussion boards or watching video lectures outside of class time)

Audit

An option that allows a student to participate in a course and learn the material without receiving a grade or credit.

B**Baccalaureate**

A bachelor's degree.

Bachelor of Arts (B.A.)

A type of degree that includes modern language courses.

Bachelor of Science (B.S.)

Most common type of bachelor's degree. In some programs that offer B.A. and B.S. options, it is a degree that does not include the same modern language course requirements.

Bachelor's Degree

Degree awarded to students who graduate from a four-year college or university, and typically required before a master's degree. You can get a B.S. or B.A.

Basic Needs Coalition

ESU's resources to help all students be safer, healthier, and more successful. Has resources to help students find affordable housing, financial support, and meals (Corky's cupboard).

C**Canvas**

An online system where students view course syllabi, documents, submit assignments, monitor grades and much more.

Cashier Services

Student Account payments can be made online through Hornet 365 or you can make them in person through the cashier's office located in Plumb Hall.

Class Schedule

A list of courses in which a student is enrolled, along with when and where the classes meet. Students access their class schedule through Hornet 365.

College

An academic subunit of the university concentrated around areas of study. Emporia State has four colleges: School of Business, College of Liberal Arts and Sciences, School of Library and Information Management, and the Teachers College.

Community Coordinator (CC)

A professional who lives in the residence halls and oversees hall staff and day-to-day operations.

Cocurricular Activity

Any out-of-classroom event or opportunity that complements what students are learning in their courses.

Commencement

The official title of the graduation ceremony. Two ceremonies are offered each year: one in May and the other in December.

Complete Withdrawal

An academic status when a student ends enrollment in courses during a semester.

Comprehensive Exam

A term often used with final exams. A comprehensive final exam will be over all the material in the course.

Counseling Services

An office that provides counseling services to students for various needs. The first five visits to Counseling Services each semester is free for enrolled students and only \$5.00 after that.

Course Catalog

A list of the courses offered by the university, organized by academic year.

Course Number

The number associated with a specific course, such as MA 110 for College Algebra.

Course Reference Number (CRN)

A five-digit number specific for a course and its sections.

Corequisite

A course that must be taken at the same time as another course.

Corky's Cupboard

A pantry that provides free food, hygiene and cooking supplies for Emporia State students. Located in Memorial Union.

Cost of Attendance

The total expenses for a student to attend Emporia State, including tuition, books and supplies, housing, food and other necessities.

Course Load

The number of credits and/or courses that a student takes during a semester.

Course Schedule

A listing of courses offered by semester, college and department.

Credit Hour

The number of hours assigned to a course, which often reflects the approximate time spent in class per week. Many classes are three credit hours, which means they meet three times a week for 50 minutes, or two times a week for 75 minutes.

Curriculum

The courses required to earn a degree in a major.

D**Dead Week**

The week before finals week when no exams may be scheduled, except in specific courses. Time for students to prepare for final exams.

Dean

The leader of a college within the university.

Default

Failure to repay a loan.

Deferment

A plan allowed under certain conditions to delay payment on a loan.

Degree

The title awarded by Emporia State to a student who completes a curriculum and graduates; e.g., a bachelor's degree.

Degree Works

An online system that shows a student's academic progress toward their Emporia State degree.

Delinquent

A term for a loan whose payments are not received on time.

Department

A unit within a college that brings together faculty in an academic discipline or area.

Department Head/Chair

The leader or one in charge of an academic department.

Dining Dollars

Dining Dollars is like a debit account on your Hornet ID card. Each time you use them, the amount spent is deducted from your remaining Dining Dollar's balance. Any unused Dining Dollars at the end of the fall semester roll over to the spring semester. If they are unused at the end of the spring semester they are forfeited. Dining Dollars are non-refundable and non-transferable.

Discussion Board

An online message board where students share their reflective responses and unique perspectives over a particular prompt, with feedback from other students and professors.

Doctorate, or Doctor of Philosophy (Ph.D.)

The highest degree achievable. Students usually receive a bachelor's degree and a master's degree before they earn their doctorate.

Drop/Add

During enrollment and the beginning of a semester, students may add and/or drop courses from their schedule.

Dual Degree/Double Major

Term for when a student is pursuing two degrees at the same time.

E**E#**

A number identification provided to all Emporia State students upon acceptance.

Emporia Student ID

Emporia State username. This comes before @g.emporia.edu in an Emporia State email address.

Elective

A course that a student chooses to take that may count toward degree requirements.

Entrance Loan Counseling

Required for first time acceptance of a loan. Entrance counseling ensures you understand the terms and conditions of your loan and your rights and responsibilities. You'll learn what a loan is, how interest works, your options for repayment, and how to avoid delinquency and default.

Enrollment

The process of selecting and enrolling in courses. Also referred to as registration.

Expected Family Contribution

A value from the FAFSA that represents the amount a student or family should be able to contribute toward their college costs.

F**Faculty**

Professors and instructors who teach and/or conduct research.

FAFSA

The Free Application for Federal Student Aid. The FAFSA must be completed each year in order to receive need-based aid from the government, such as the Pell Grant or work-study awards.

FERPA

Federal Education Rights and Privacy Act. This law governs how colleges protect and share student information.

First Friday

The Emporia First Friday Art Walk takes place on the first Friday of every month from 5:00 – 9:00 p.m. There are usually 10 to 20 downtown business that serve as Art Walk Venues and host a local artist.

Financial Aid

Financial support that students receive for college expenses. Some financial aid, such as loans, must be repaid, while other forms, such as grants or scholarships, do not need to be paid back. Collectively all the financial aid that students are offered is known as their financial aid package.

Final Exam

An exam that typically is given during finals week, the last week of the semester.

First-Generation Student

A student whose neither parent nor guardian have earned a **four-year** degree. Even if your sibling received a degree, you are still considered part of the first generation.

Fraternity

An organization of men to build community. Some provide housing so that members can congregate and live together.

Freshman

A first-year college student, or one who has earned fewer than 30 credit hours.

Full-Time Student

A student enrolled in at least 12 credit hours during the fall/spring and/or nine hours in the summer semesters.

First Year Seminar (FYS)

Class offered to incoming students to assist with their transition to college.

G**General Education (Gen Ed) Classes**

Course requirements that all students must complete to graduate.

GPA — Grade Point Average

A measure of course performance. A GPA is obtained by dividing the number of grade points by the credit hours completed, where each credit hour of an A = 4 points, a B = 3 points, a C = 2 points, a D = 1 point, and an F = 0 points.

Graduate Student

A student who has graduated with a bachelor's degree and is pursuing a master's or doctoral degree.

Grant

A form of financial aid that does not need to be repaid.

GTA — Graduate Teaching Assistant

Graduate student who teaches or assists in teaching undergraduate courses.

H

Handshake

The Career Services' recruiting and services platform. Great place to find part-time on-campus or local jobs.

Hold

A restriction on Hornet 365 that limits a student's ability to enroll, receive a diploma and/or other actions until the hold is removed.

Hornet 365

Official Emporia State student portal that provides access to all resources available to students (CANVAS, Microsoft Office, Student Email, etc.)

Hornet Announcements

List of weekly events provided from all organizations on campus. Should be received through student email.

Hornet Express

The dining option that is available with the use of your dining dollars. Amount of dining dollars is indicated based on the meal plan you chose.

Hornet ID Card

Official Emporia State ID card obtained from the ID Center.

Hornet Nest

The dining option where you use the swipes on your ID card. Number of swipes is indicated by your meal plan. Here you will find a salad bar, stone fired pizza, grille station, international station, house made soups, waffle station, deli, desserts, and more.

Humanities

The fields of art, dance, drama, English, foreign languages, literature and music.

I**In-State Student**

An Emporia State student who is a Kansas resident.

Instructor

A faculty member who teaches.

International Education

The office that offers international educational experiences.

Internship

A temporary professional experience, typically within a student's career field or major. It can be paid or unpaid and can sometimes be taken for academic credit.

Intramurals

Individual and team sports for Emporia State students offered through the Student Recreation Center.

J

Junior

A third-year college student, or one who has earned at least 90 credit hours.

K

L

Lab

Short for laboratory: a part of a course where a student completes hands-on activities. It is also a term used for spaces where some faculty conduct research.

Lecture

A course where the teaching is done mostly through oral presentation.

Liberal Arts

A term that refers to subjects such as humanities, social sciences, natural sciences and mathematics.

Loan

Financial aid that must be repaid. Student loans typically come from the government or from private banks. Can be subsidized or unsubsidized loans.

M

Major

The concentration of courses required to earn a degree. For example, a psychology major is pursuing a degree in psychology and will take courses pertaining to that area of interest.

Matriculation

The process of a student being accepted to Emporia State and enrolling in classes.

Master's Degree

A graduate degree usually completed after the bachelor's degree; most commonly two years in length.

Master Promissory Note

Required for first time acceptance of a loan. The Promissory Note is a legal document in which you promise to repay your loan(s) and any accrued interest and fees to the U.S. Department of Education. It also explains the terms and conditions of the loan.

Meal Plan

A plan indicating the number of meals purchased to use at the campus dining centers (Hornet Nest or Hornet Express).

Mentee

A student who receives support, guidance and advice from a mentor.

Mentor

A fellow student or professional on, or off campus, who provides support, guidance and advice to a mentee.

Midterm exams (aka midterms)

Exams offered around the midpoint of a semester.

Minor

A concentration of courses a student chooses to complete in addition to their major. Minors are at least 15 credit hours.

N**Natural Science**

A term that refers to subjects such as astronomy, biology, chemistry, physics, botany, archaeology and geology, among other disciplines.

Netiquette

A socially acceptable way of communicating on the internet.

Nonresident

An out-of-state student.

Nonresidential

Students who live off campus.

Nontraditional student

Most commonly describes a student starting college later in life rather than right after completing high school, or one who is a parent.

O

Office Hours

Specific times that faculty are available in their office to meet with students. Students are encouraged to take advantage of these opportunities, usually no appointment is needed.

Online Classes

Courses taught primarily online, typically using Canvas, and not in a classroom on campus.

Out-of-State Student

A student who is not a resident of Kansas.

Overload

A semester enrollment of over 18 credit hours, which requires approval of the advisor and Department Chair.

P**Parent Plus Loan**

Loans for parents to take out that are unsubsidized loans made to parents of dependent undergraduate students.

Part-Time Student

A student enrolled in fewer than 12 credit hours during a fall/spring semester, or fewer than nine credit hours during the summer semester.

Peer Mentor

A student who provides support, guidance and advice as a mentor to fellow student. Your mentor is someone who has been there and is excited to provide valuable advice and support. They will serve as a resource for you as you begin your journey at Emporia State.

Pell Grant

Federal financial aid for undergraduate students with financial need; it does not have to be repaid.

Prerequisite

A course that must be completed before taking another course. For example, English Composition I is a prerequisite for English Composition II.

Private University/College

A university that does not receive state funding.

Professor

A faculty member who has a Ph.D. or other equivalent degree. A professor may advance from assistant to associate to full professor.

Proxy Access

In order for your parent(s) or guardian(s) to have access to your financial aid records, student account, or any of your student records you must first provide your consent to grant them access. You are able to grant proxy access to them through Hornet 365.

Public University

A university that receives state funding. Emporia State is a public university.

Q**Quiz**

A short assessment of knowledge given to students in courses. May be online through CANVAS or paper form.

R**Readmission**

The process of returning back to the university after choosing to set out one or more semesters.

Reinstatement

The process of being accepted back to the university, following academic dismissal or required withdrawal.

Resident Assistant (RA)

A student, employed by Residential Life, to live in a campus residence hall and serve as a resource and role model to students.

Residence Halls

Buildings on campus where students live, eat and engage in activities together.

Registrar

The university official who oversees enrollment, student grades and transcripts.

Resident

Commonly used to refer to in-state students.

Residential

Term that refers to students who live on campus in residence halls or apartments.

S**Sanctions**

Penalties or other means used to provide incentives for compliance with rules and regulations.

Scholarship

A form of financial aid that does not need to be repaid.

Secondary Major

A complementary major completed along with a primary major. It is similar to a minor but requires more hours to complete.

Semester

The time period during which courses are offered.

Senior

A fourth-year college student, or one who has earned more than 90 credit hours.

Sophomore

A second-year college student, or one who has earned more than 30 and fewer than 60 credit hours.

Social Science

The study of human society and the social relationships. Often used to refer to the following disciplines: American Ethnic studies, anthropology, economics, gender studies, geography, history, law, politics, psychology and sociology, among other disciplines.

Sorority

An organization of women to build community. Some provide housing so that members can congregate and live together.

Student Accessibility and Support Services (aka SASS)

SASS ensures students with documented disabilities, who self-disclose, have full and equal access to the programs and services of Emporia State University. It also ensures students with disabilities are not discriminated against because of their disability.

Student Advising Center (SAC)

The Student Advising Center provides academic advising and guidance to all ESU students! There are first year advisors as well as professional department advisors available through the advising center.

Subsidized Student Loan

A loan that is not charged interest and does not require payments while the student is enrolled in classes.

Syllabus

A document that describes important information about a course. It may include items such as office hours, required books or other materials, assignments, due dates, grading scale, expectations, procedures and policies.

Synchronous

Happening at the same time.

T

Teaching Assistant (UTA)

An undergraduate student who usually has completed the course and assists an instructor with a course. Duties may be similar to a graduate teaching assistant.

Term

Another name for a semester.

The Healthy Relationship & Interpersonal Violence Education Program (THRIVE)

THRIVE is a student-led peer education program. It seeks to reduce interpersonal violence and empower individuals to engage in healthy relationships.

The Rec

The recreation center for students. It offers various exercise classes and intermural sports free to students.

Traditional Student

Most commonly describes a student starting college right after completing high school and who is not a parent.

Transcript

An official record of the courses a student has taken, and the grades received at a college or university.

Transfer Credits

Credits from courses completed outside Emporia State that are transferred in for academic credit.

Transfer Student

A college student who completed courses at another college or university before enrolling at Emporia State.

Tutor

A trained current student who assists other students in learning course material. Emporia State students have free access to tutors.

U

Undergraduate

A student who is pursuing but has not yet received a bachelor's degree.

Unsubsidized Student Loan

A loan that is charged interest while the student is enrolled in classes.

V

W

Waitlist

An option when a course is full, where students can join a waitlist, to enroll in the course. If room in the course becomes available, the waitlist order is typically used to allow students to enroll. The automatic waitlist is active for the first week of the semester only.

Welcome Week

The first week of the fall and spring semesters when Emporia State welcomes new and returning students. Usually incorporating many events for the students within this first week.

Withdrawal

The process of ending enrollment in a course. Students may withdraw from courses without penalty early in a semester. Withdrawing later results in a Withdraw, or W, designation being placed on the transcript to indicate that the class was begun but not finished. The W does not count toward the GPA calculation.

Work-Study

Part-time work offered by the university as part of your financial aid package from the federal government.

Writing Center

A free service for all students to help them improve their writing. Office can be found within ACES located in the campus library.

X

Y

Z

Zoom

A video communications website connecting people through video and audio conferencing, chat, and webinars.