

History of the University Scholars Program

In the fall of 1992, President Dr. Leslie Cochran announced the commitment of Youngstown State University to a new University Scholars Program. The program, now in its ninth year, is based on the premise that academic excellence deserves to be recognized on a par with achievement in the highest areas of human activity, and that this recognition should take the form of an award of full tuition and room and board for four years for those able to maintain a high level of excellence.

The program was designed to accept 40 students annually, beginning with the Class of 1997, until 160 students filled the available seats. Several years later the program expanded to accept 45 students. Also, students from community colleges with a 3.8 or higher were invited to apply for two-year scholarships. Due to budgetary reasons, the program has been cut back to the original 40 students annually, beginning with the class of 2004. Entrance requirements of at least a 30 ACT composite and a class rank of 15% were set as minima for acceptance into the program, thus providing from the outset a focus on high academic attainment. However, students with a composite ACT of at least 28 with some other distinguished accomplishments will also be considered. To continue in the program, students must maintain a GPA of 3.5 or higher, and complete all other program requirements.

All University Scholars are enrolled in the Honors Program and will graduate with an Honors Diploma if they complete the requirements. The Honors Program is designed to create a continuing community of intellectual excellence. Exceptional students brought together from diverse disciplines and challenged with extraordinary courses and learning experiences outside the classroom can find in the program opportunities to develop their full cultural and intellectual potential. During the first three years of study, honors students complete the Honors course requirements. These courses are designed to cover material in greater depth, encompass more complex concepts, and require more preparation and class participation. During the senior year, Scholars will perform research that leads to a senior thesis in their major field of study. The thesis will be publicly defended by the student and archived by the University; there is no better prelude to graduate study and no better way to show future employers that the student is capable of high quality work.

At graduation, each University Scholar will receive a diploma which displays the Scholar seal and Honors Program seal. This unique diploma serves as recognition for the completion of the program. After graduation a reception will be held for graduating scholars, their families, guests and friends.

University Scholars will be expected to live on the YSU campus in Cafaro, House.

The Guidelines

Criteria for Continuance

At the end of each academic year, University Scholars with a cumulative grade point average of 3.5 or better, who have completed all community service and co-curricular requirements of the program, will be considered in good standing and will have their full scholarship continued.

In addition, certain requirements of the Honors and University Scholars Program must be met as listed in the timeline shown below. The **Basic Year-End Requirements** referred to in the table are as follows:

- 60 Hours Community Service
- 15 Co-curricular activities
- 3.5 Minimum GPA

Requirements Timetable

Freshman Year

- Fall:** Meet with Assistant Director *
- Spring:** Meet with Assistant Director
Min. 8 Honors Hours Completed
Basic Year-End Requirements

Sophomore Year

- Fall:** No obligations
- Spring:** Meet with Assistant Director
Basic Year-End Requirements
Min. 16 Honors Hours Completed

Junior Year

- Fall:** No obligations
- Spring:** Meet with Assistant Director
Min. 20 Honors Hours
Basic Year-End Requirements

Senior Year

- Fall:** Meet with Assistant Director
Honors Thesis Proposal
24 Honors Hours
40 Community Service Hours
10 Co-curricular Activities
- Spring:** Meet with Assistant Director
Honors Thesis Completed
Basic Year-End Requirements

At the end of each academic semester, Scholars are expected to complete the above requirements or face losing the scholarship. Note that the yearly requirements will change if a Scholar decides to attend YSU for more than four years. In this case, an Honors Thesis Proposal must be submitted during the next to last semester of graduation and the Thesis must be completed by the end of the last semester at YSU. In addition, any Scholar wishing to complete any of the program's requirements ahead of schedule may do so. The Requirements Timetable simply shows the maximum time allowable to complete the requirements.

*Please refer to the Calendar of Events for required meeting dates. Visits to the Honors Office at other times are welcomed and encouraged.

The Guidelines

Scholar Review

Scholars with a cumulative grade point average of less than 3.5 will ordinarily lose their scholarships and their place in the program. Scholars who have not completed all community service and/or co-curricular requirements listed in the Requirements Timetable will likewise not be considered for scholarship renewal.

University Scholars completing their first academic year with a grade point average of less than 3.5 but between 3.3 and 3.49 will lose their scholarships unless they are placed on Scholar Review and gain approval of the university Provost. Scholars completing their second and third years can also be placed on Review if their grade point average is between 3.4 and 3.49. To be eligible for Review status, Scholars must have completed all community service and co-curricular requirements of the program.

During their upcoming academic year, Scholars placed in Review status will be responsible for paying their tuition, fees, and book expenses each semester, unless and until they return to good standing with a cumulative grade point average of 3.5 or better during the year. The University will continue to assume room and board costs during the year while a Scholar is in Review status.

Scholars who do not achieve a grade point average of 3.5 or better by the end of their Scholar Review year will lose their scholarships and their place in the program.

All current Scholars must complete their community service obligations as stated in their contracts. Any Scholar, regardless of grades, can be removed from the program for not fulfilling the Guidelines. After establishing the lack of community service hours, a meeting is arranged between the student and the Director and Assistant Director of the University Scholars Program. The Directors will decide if the student is to remain a part of the Scholars program based on the amount of community service hours completed and his or her contributions to the program. If given another chance to complete the community service requirement, the Scholar must finish the remaining service in two months, with every hour being verified by a supervisor where the Scholar is doing the service.

In exceptional circumstances only, the Program Director with the agreement of the Assistant Director may recommend to the Provost for approval a waiver of the aforementioned criteria.

Portfolio

All Scholars will keep a record of grades, honors courses, community service, and co-curricular activities in the form of a portfolio (provided by the university). The Scholar Portfolio may take on any format the individual Scholar chooses, and should be updated when meeting with the Assistant Director of the Honors Program on the schedule described in the Requirements Timeline. The following items should be included in the Portfolio:

- Grade reports or photocopies of them
- A record of all Honors Courses: semester taken, grades received, and comments about the courses
- Community Service Record: activity and date performed, hours worked, and comments
- Co-Curricular Activity Record: activity and date attended, comments, memorabilia (ticket stubs, etc.)

The Guidelines

Community Service

The purposes of the community service requirement are multiple. Its original intent was to get the Scholars to “pay back” the community for providing for them. But community service is about more than simply “paying back” society. It is about personal growth, about knowing what it is like to give of yourself to those possibly less fortunate than you. Community service is also about forming a bond between you and the Youngstown community, of which you are inevitably a part during your undergraduate studies at YSU. This is why community service in the Youngstown area is encouraged.

The Scholars have become quite a geographically heterogeneous group over the past years, so it is also important that they maintain a bond with their home communities. This is why it is permissible to perform service in the home community, as well.

Community service should not be viewed as a burden, nor should the 60 hour requirement be viewed as a ceiling. Think of community service as a learning opportunity—you will learn about yourself, other people, the community, and countless other important lessons as you go out into the area seeking service opportunities. Once you find something you enjoy doing, everyone will benefit.

Guidelines for completion of the community service requirement are as follows:

- Each scholar must perform at least sixty (60) hours of community service.
- A scholar may count up to twenty (20) hours of community service completed during the summer months toward the yearly community service requirement. This must be approved.
- At least two (2) hours per year must be dedicated to serving the YSU Foundation through the Annual Fund Phonathon, office assistance, etc.
- Scholars are encouraged to serve Youngstown and surrounding communities.
- Each hour of service must be performed through a recognized community or campus organization.
- All hours must be reported to the Honors Office for approval. Prior to beginning a regular community service job, Scholars must fill out a Community Service Form, available at the Honors Office (a copy of one has also been included in this handbook for your convenience). In addition, a form listing all community service must be filled out at the end of each academic year.

Co-Curricular Activities

In order to promote activity in YSU Student Life, University Scholars must annually attend or participate in and least 15 co-curricular activities. The co-curricular activities are divided among the following categories:

Music, Theater, Art, Lecture/Seminar/Symposium, Sports

University Scholars must participate in at least one activity in each category per year. The 10 remaining activities can be from any category. Another option for completing the co-curricular requirement is to be actively involved in a campus organization and attend at least one event in each of the five categories. It is encouraged that Scholars attend most of their co-curricular activities on campus and within the Mahoning Valley. Other University Scholars need not be present for an activity to count toward the requirement.

The Guidelines

Semester Off Policy

Any Scholar in good standing can request of the Director a semester off from school for legitimate reasons. The following restrictions and notes apply to all Scholars choosing to take a semester off:

- The Director has the final decision in determining if the reasons are legitimate.
- If the Scholar is granted a semester off, an additional semester of study will be added to the end of the four years.
- In special circumstances, the Director may approve some of the scholarship to cover summer classes instead of an extra semester.
- Under no circumstances will the Director approve a semester off for a student to postpone removal from the program.

Internship Policy

The University Scholars recognize the importance of education outside the classroom and encourage anyone for whom it would be beneficial to participate in an internship. The following restrictions and notes apply to all Scholars choosing to take on an internship while at YSU:

- Scholars in good standing can request from the Director of the Honors Program a leave of absence for one semester to participate in an internship.
- If the internship is approved and the Scholar will receive YSU credit for it, he or she has two options:

Option 1: The Scholar can request that the scholarship pay for the tuition.

If the student lives on campus during the internship, then he or she must have the scholarship pay for the room and board and the tuition.

If the student is receiving the tuition, then he or she must complete the required number of community service hours and co-curricular activities by the specified time in his or her study.

Option 2: The Scholar can decide to pay the tuition on his or her own, in which case an extra semester of study would be added on to the end of the four years.

If the internship is approved and the Scholar will not receive YSU or any other college credit for it, then an extra semester of study will be added to the end of the four years.

- In special circumstances, the Director may approve some of the scholarship to cover summer classes instead of an extra semester.
- Under no circumstances will the Director approve an internship for a student to postpone removal from the program.

Study Abroad Policy

Students wishing to study abroad are encouraged to talk with the Director of the Center for International Studies. Students should start planning one year in advance for their study abroad experience. The study abroad program must be approved by the Director of the Honors and Scholars Program.

A limited amount of the scholarship may be applied toward study abroad. If no scholarship money is

used to help cover costs, the amount of time spent abroad will be added onto the end of the four years (see Option 2 of the Internship Policy above).

The Guidelines

Financial Aid Forms

Although the University Scholars Scholarship is not based on financial need, all University Scholars are required to fill out the FAFSA as well as YSU's Financial aid forms each year. This will not affect your scholarship money in any way; it is simply a way for the university to save money on scholarships by getting as much funding it can through the federal and state governments.

Procedure for Guideline Changes

Suggestions for changes to the Guidelines can be made by any scholar or the Directors of the program. The Directors, Trustees, or a Scholar may bring a proposed revision to the Trustees during a meeting. The Trustees can vote to establish a committee to study the issue. If the Trustees vote no, a petition with the signatures of 25% of the current Scholars will force the formation of a review committee. This committee can be charged with reviewing the Guideline in whole or in part.

The committee is open to any Scholar for the purpose of reviewing the Guidelines in whole or in part. This committee recommends to change or to not change the guidelines. Any recommended change will be referred to as a Ballot Issue. After the Ballot Issue is reviewed by the Trustees and the Directors of the program, it is then voted upon by all current Scholars. The Ballot Issue may be vetoed by the Director before or after it is voted upon. The Director may veto the Ballot Issue if 1) it violates the criteria stipulated in the contract or 2) it violates other YSU policy.

If the Ballot Issue is passed by a majority of the current Scholars, it will go into effect in the fall of the following year.

Any revisions to the guidelines pertain to all current Scholars (anyone currently in the program) with contracts as revised for the USVI's and later and incoming classes of scholars. USI - USV classes will be bound by the handbook they received or was in effect the year they began the program. If the proposed change is only to affect future classes of Scholars, then only the program Director need approve, although it must still go through the committee process.

Useful Information

Advising

Advisors are available to discuss all academic questions or problems of a general or specific nature in each college. Most departments do their own advising and you should consult with your particular department for further details. When possible University Scholars should be advised by a departmental honors advisor.

Professional Advisors

College of Engineering and Technology:	ENGR 2285
College of Education:	BCOE 2001
College of Business:	WCBA 408
College of Arts and Sciences (undetermined majors):	DEBH 104
College of Health and Human Services:	CUSH 2064
College of Fine and Performing Arts:	BLSS 2310

University Scholar Registration

University Scholars are permitted to register early. Registration times are assigned based upon hours completed. Therefore, registration times will vary among the Scholars.

Make an appointment to see your advisor!

Keep in mind that the University will only pay for bulk rate tuition which is a total of 16 credits per semester. Make sure your advisor understands that as a University Scholar you have requirements to fulfill; i.e., Honors Program Requirements. Enter the courses agreed upon with your advisor into the SOLAR system. Make sure to obtain an advisement number: you may need this when you register.

If you are planning to keep a car on campus, make sure to register for it on the SOLAR system. You have one week from the first day of the semester to apply for a parking permit (through the Bursar's office in Meshel Hall) before late fees are charged.

Schedule Changes

There is a period prior to the beginning of the semester when you may change your schedule (please refer to the Schedule of Classes for the current semester). The Director or Assistant Director of the Honors and Scholars Program can also help you with a change of schedule.

Add/Drop

If you wish to change your schedule after the start of the semester and you are still of Freshman rank, you must see an advisor before changing your schedule. If you are of Sophomore rank or higher, you need not see an advisor—simply change your schedule through SOLAR.

Adding a Class

You must add a class by the date listed in the Schedule of Class for the Last Day for Adds. For example, fall semester 2001 the last day for Adds is Thursday, September 6, 2001. Classes cannot be added after this time. If a class you wish to add is full to capacity, speak with the instructor of the class about a permit or call the department to see if there are any available permits. Note that the issuing of permits is at the discretion of the instructor and that a permit is not guaranteed.

Useful Information

Dropping a Class

You may drop a class until the ninth week. Withdrawal after the ninth week will result in an "F" for that course on the student's permanent record.

Billing Procedures

After registration you will receive a Statement of Account from the Bursar's Office in Meshel Hall. This statement will usually be mailed to your home address. The bill is for tuition, room, and board. The total amount of the scholarship will be displayed at the bottom of the bill-it should equal the total cost of all classes, fees, room, and board. If this is not the case (i.e., if your scholarship money seems to be a little short), please contact Scholarships and Financial Aid. Also, please note that parking is not covered under the scholarship. If you have requested parking for the current semester, send a check for the full amount along with the invoice back to YSU in the enclosed envelope. If you have not requested parking for the current semester, then no further action is required on your part.

After the bill has been processed, the Bursar's Office will send a receipt of payment, along with your validation sticker for the semester. Affix the validation sticker to the back of your YSU ID, in the area marked "place validation sticker here." If you have requested and paid for parking, a sticker, which will go on your parking hang-tag, should also be included with the receipt and should appear just above the validation sticker.

Book Vouchers

At the beginning of each semester, you will be sent a book voucher intended to pay for textbooks for your classes. Currently, the annual amount allotted to each Scholar is \$360.00. Bear in mind that for most students, yearly book expenses may exceed \$360.00, so some books must be paid for out of your own funds. It is recommended that you use all of the money on your book voucher before you start spending your own money-many of the more expensive books you will buy may be used for more than one semester, which means that book expenses after fall semester may decrease.

Since the inception of the University Scholars Program, book vouchers have become increasingly easy to use. Simply present your voucher at the cash register with your order. You will be asked to present your student ID and to sign your voucher. Your voucher will then be returned to you-**make sure you hold onto your voucher and all receipts from the bookstore.** You will need them if you decide to return any books to the bookstore.

At the beginning of the semester you will be issued a new voucher with the amount of book money you have remaining printed on it. If your book expenses for the semester exceed the amount of money you have left on your voucher, don't worry--this money will go to use. You will only have to cover the difference between the cost of your books and the money on the voucher with your own funds. (e.g., if you have \$40 left on your voucher for spring semester and your books cost \$100, you will only have to spend \$60 on books--the other \$40 comes from your voucher.)

Be aware that you may only purchase textbooks on your voucher. Other classroom materials such as dictionaries, art supplies, and office supplies may not be purchased on your voucher. Other items sold at

the bookstore, such as clothing, novels, magazines, and deodorant, for example, also may not be purchased on your voucher.

Registration of Classes and Student Information

YSU uses a system called SOLAR for the registration of classes. SOLAR is available from most university computers and if connected, from your dorm room. If you go to a mainframe terminal with the YSU logo, please skip the next paragraph.

First, you must access the mainframe and then get to the YSU logo. Instead of using Telnet, you must use a program that emulates a protocol called IBM 3278. Such a program, tn3278, is available in computer labs across YSU. Open the application and connect to “ysub.ysu.edu.” Once connected, use the arrow keys to move the cursor down to the “Command = = >” line. Type “d vtam” and press enter. you should now be at the YSU logo.

Once at the YSU logo, type “solar” to enter the registration program. For detailed instructions, see the front of the semester registration booklets.

Instead of using solar, you can enter “sid” (Student Information Display) to check your records. You cannot register from SID.

Your initial password or PIN for both solar and sid is the month number and day number of your birthday. Include zero if your month or day is a single digit (for example, if you were born on June 3, your initial PIN would be 0603). You can change this PIN to any four digit number.

Always keep your solar PIN secret and do not forget to exit both solar and sid, otherwise someone else could change your schedule and your record.

E-mail and the Internet

YSU has a dedicated connection to the Internet. Many computer labs are available across campus to access the World Wide Web (WWW), electronic mail (e-mail), and newsgroups. Cafaro House residents can connect to YSU’s network by several means to enjoy the Internet. All Scholars are expected to check their email regularly for community service opportunities, Honors Office news, and the weekly e-mail newsletter. You need to supply your email address to the Honors Office so you can be added to the scholar list.

Getting Connected

Three main options are available to use the Internet. Using university computer labs is the easiest. Many labs are located across campus and most are connected to the network. Scholars have 24-hour access to the Cafaro House computer laboratory.

Cafaro residents also have the option to connect personal computers to the YSU network via a direct Ethernet network connection available in each room. To use this feature, you need a personal computer with an Ethernet card. You must also activate the connection by filing a Network Connection Request, available at Cafaro House's front desk. Once the form is processed, you will receive the necessary information to configure the Ethernet card software.

The third option is to connect to an intermediate server called Annex by modem. To read email, compile programs, or read newsgroups, you can use the terminal software that came with your modem. If you are running Windows, HyperTerminal will suffice. Configure the software to dial into the gateway server as listed in the table below. Other servers and numbers are listed for your convenience.

Server Name	Domain Name	Dial In Phone Number	Terminal Type	Data Bits	Stop Bits
Gateway	cis.yzu.edu	480-7020	VT100	8	0
UNIX1	cc.yzu.edu	480-7020	VT100	8	0
YSU Mainframe	ysub.yzu.edu	480-7000	VT100	7	1
YSU Maag Library	jupiter.yzu.edu	480-7020	VT100	8	0
Youngstown Area	yfn.yzu.edu	480-7035	VT100	8	0

Info: Freenet

Once connected, choose the option number to connect to your desired service. A login prompt will appear if you choose gateway, at which you can login.

It is also possible to create a point-to-point Protocol (PPP) connection between your computer and UNIX1 over a modem. A PPP connection will act like a direct network connection, but much slower. To use this service, you need a UNIX1 account, available from the Computer Center in Meshel Hall. Once you obtain the account, configure your networking software to dial into UNIX1, but instead of selecting the UNIX1 option, choose the PPP option. To learn how to configure your networking software, see the documentation and help files that came with your computer.

Some Important Campus Phone Numbers

Admissions.....	2000
Alumni Association.....	3497
Arts and Sciences, College of.....	3409
Bookstore.....	3589
Bursar's office.....	3133
Business Administration, Warren P. Williamson, Jr. College of.....	3064
Cafaro Front Desk.....	4742
Campus Ministry, Catholic.....	747-9202
Campus Ministry, Protestant.....	743-0439
Campus Emergency.....	3333/911
Career Services.....	3515
Christman Dining Commons.....	1983
Computer Center.....	3036
Counseling Center.....	3056
Credit Union, YSU Federal.....	3204/3781
Dana School of Music.....	3636
Dental Hygiene Clinic.....	3342
Education, College of.....	3215
Engineering and Technology, William Rayen College of.....	3009
Escort Service.....	1515
Financial Aid and Scholarships, Office of.....	3505
Fine and Performing Arts, College of.....	3625
Health and Human Services, College of.....	3321
Honors Office.....	2772
Housing Services.....	3547
Intramurals.....	3488
The Jambar.....	3095
Kilcawley House.....	3547
Lyden House.....	2555
Maag Library.....	3675
Hours.....	3677
Math Assistance Center.....	3274
McDonough Museum of Art.....	1400
Media Services.....	3350
Parking Services.....	3546
Planetarium.....	3616
Sports Information.....	3192
Student Activities, Office of.....	3575
Student Affairs, Vice President for.....	3532
Student Government.....	3591
Student Health Services.....	3489
Student Life, Office of.....	4703
Ticket Office, Athletics.....	3482
Ticket Office, University Theater.....	3105
Weller House.....	1974
YSU Foundation.....	3156
YSU Police.....	3527
To request a campus directory, call.....	3110