MISSION STATEMENT

As a constituent of The University of North Carolina (http://www.northcarolina.edu/), Elizabeth City State University (ECSU) offers baccalaureate, professional, and master's degrees for a diverse student body. Our mission is to promote economic, social, and environmental progress for the people of northeastern North Carolina, the state, and the nation.

We achieve our commitment to the highest quality education by maintaining a rigorous focus on academic excellence through liberal arts programs and using innovative and flexible technology-based instruction models to enhance our signature areas: integrating technology with education, improving human health and wellness, and advancing the natural and aviation sciences.

Through teaching, research, and community engagement, the institution’s rich heritage and its current multicultural student-centered focus provide a firm foundation for its endeavors. It serves the needs and aspirations of individuals and society, producing graduates for leadership roles and lifelong learning.

VISION STATEMENT

Elizabeth City State University, a constituent of the University of North Carolina, will be the premier public institution serving northeastern North Carolina, providing affordable academic programs and services of exceptional caliber in a nurturing environment. The university will attract and retain a diverse and highly qualified faculty that will educate and lead our students to become productive members of a global and increasingly interdependent society. ECSU will continue to be a leading partner in enhancing educational and cultural opportunities and improving the economic strength in the region.
OUR CORE VALUES

ECSU is guided by a commitment to excellence, which is personified in the subsequent group of core values the university strives to demonstrate and maintain.

Accountability – Being responsible for our actions is part of the ECSU ethos. Administration, faculty, staff and students endeavor to continue to expand on the quality already in existence at the university;

Diversity – Diversity of viewpoints, experiences, and backgrounds are critical tools of a quality education in our global marketplace;

Excellence – Excellence is the measure for teaching learning and service to the university community; and

Preparing Students Holistically – The full measure of personal, professional, and social development of our students, faculty, and staff is an integral part of the ECSU philosophy: “to live is to learn.”

Introduction

At Elizabeth City State University (ECSU), we understand that each transfer student has unique and diverse needs. The Office of Transfer Advising and Resources (OTAR) is charged with assisting and supporting transfer students as they transition to ECSU. This office serves as the first point of contact and gateway to services for all transfer students entering the university.

In an effort to maximize efficiency and respect your busy schedule, we encourage you to make an appointment so that we can best prepare to meet your needs. We look forward to helping you achieve your goals and make the most of your experience at ECSU.
Getting Started at Elizabeth City State University

ADMITTANCE TO ECSU

Submit an electronic application to ECSU. Submit the $30 non-refundable fee. Have official transcripts from each college or university attended sent to the Office of Admissions.

Applicants must also meet all minimum transfer requirements:

C<
Only courses with a grade of C or higher from an accredited institution are considered transferable.

P/F
ECSU does not accept transfer credit from challenge examinations or for coursework where grades of Pass/Fail (P/F) have been given.

MCR
If under the age of 24 on the first day of enrollment, the student must have completed the Minimum Course Requirement (MCR) prior to high school graduation or have completed six (6) transferable credit hours in each of the following: English, Math, Science, Social Science and Foreign Language at the college level.

64
ECSU will transfer no more than 64 semester hours (SH) earned at a two-year institution.

Enrollment application deadlines:
Fall: May 1 | Spring: December 1 | Summer: May 15
Financial Aid

Complete a Free Application for Federal Student Aid (FAFSA).

All students must submit a FAFSA and list our School Code 002926 before we can offer financial assistance. Students who complete the application process by March 1 will be considered first in the award process. Certain grants and scholarships may not be available to students who apply after that date.

Provide additional information if requested.

Some students will be required to complete the process of Verification. Verification is the process whereby OSFAS confirms that the information on the FAFSA is accurate. If you are selected for Verification, you must complete the Verification process before any awards will be finalized. Please make sure that your full name and student ID number is included on all documents that are submitted to our office.

Review your Award Offer.

Award letters will be mailed out to entering students. Returning students can expect their award notifications to be available on Self Service Banner (SSB) by April 1.

Please visit: www.ecsu.edu/financialaid or call 252.335.3557.

Types of Financial Aid

**Scholarships**
- ECSU Foundation Scholarships
- UNC Transfer Campus Based Scholarship
- Departmental Scholarships

**Grants**
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Teacher Education Assistance for College and Higher Education Grant (TEACH)

- North Carolina Education Lottery School (ELS)
- UNC Need Based Grant (UNCIG)

**Work**
- Federal Work-Study Program

Financial Aid deadlines:
**Priority Funding: March 1 | Final Deadline: June 15**
Academic Advising

Set Appointment
To review your admittance packet, set an appointment with the OTAR Transfer Advisor at transfer@ecsu.edu or by calling 252-335-3474.

Plan + Register
The Transfer Advisor will review your transfer credits and course equivalencies for General Education courses. Based on your declared major, you will be referred to your Departmental Academic Advisor for course planning and registration guidance.

Review Your Plan
You will review your plan of study during the advising session, plan your schedule, and register for classes. Please visit www.ecsu.edu/administration/chancellor/enrollment-management-retention/admissions/transfer-students/transfer-credits.html

Transfer Credit Appeal Process

The Office of Transfer Advising and Resources (OTAR) provides credit evaluation of coursework based on official transcripts from all institutions a student has attended. A student may appeal a course transfer decision and request a re-evaluation of any transfer credit by following these steps:

Review
Review all transfer credit awarded by ECSU with the staff of the OTAR and/or a departmental academic advisor.

Complete
Complete the Transfer Credit Appeal Form.

Obtain
Obtain a copy of the course syllabus, course description, and any documentation that may support the appeal from the originating institution(s).

Submit
Submit the completed Transfer Credit Appeal Form and all supporting documentation to the OTAR. The appeal must be submitted within thirty (30) days of the original transfer credit evaluation.

Retain
Retain a copy for your records.

The OTAR will re-evaluate the requested course(s) for reconsideration through consultation with the appropriate department chair. Once the re-evaluation is complete, the decision will be communicated to the student within fourteen (14) business days of the receipt of the appeal form, excluding holidays and college closures. If the issue is not resolved at the department level, then the student may appeal to the Provost/Vice Chancellor for Academic Affairs whose decision on the matter will be final.
Community College Articulation Agreements

Transfer articulation agreements establish binding partnership agreements between two-year community colleges and four-year institutions to simplify the transfer process. The transfer agreement outlines the specific major and courses a student completes at the community college that will transfer to a four-year institution. By following the transfer student curriculum guide, students are able to complete their two-year degree at the community college with courses that apply towards the completion of their four-year degree. Please visit: www.ecsu.edu/administration/chancellor/enrollment-management-retention/admissions/transfer-students/north-carolina-community-college-degree.html

Registration

Pay your tuition and fees.

Students who do not make payment in full or arrangements on their outstanding balances are subject to class cancellations.

Payment options are available.

1) Credit card payments (online) are available by logging onto Self Service Banner (SSB) with your Banner ID and Pin. (VISA, MasterCard, Discover, or American Express).

2) Electronic check payments (online) can be made by using a checking or savings account by entering pertinent banking information.

3) Mail your check or money order along with an electronic bill to Elizabeth City State University, Cashier’s Office, 1704 Weeks Vision Road, Campus Box 950, Elizabeth City, NC 27909

Include your full name and student ID number.

Make sure you are cleared through Student Accounts.

Purchase and/or rent your textbooks and supplies.

Purchase your ECSU official parking decal and validate your ECSU student ID. Please visit: www.ecsu.edu/administration/business/university-police/parking-permit.html and/or www.ecsu.edu/documents/university-police/parking-regulations.pdf
Technical Support

E-mail account
Check the “student e-mail directory” to determine if your e-mail account exists.
If not, apply online once you have been admitted to ECSU at
www.ecsu.edu/administration/information-technology/email/request-account.html
Contact helpdesk@ecsu.edu if you need further assistance logging on.

Distance Education
Go to the Class Schedule via Self Service Banner (SSB) and search by Term (fall, spring, summer).

Self Service Banner (SSB)
Visit Self Service Banner at www.ecsu.edu. You will receive your assigned nine-digit Banner ID code and Password in your acceptance letter from the Office of Admissions. Please contact the Registrar’s Office if you experience access difficulties to have your ID code reset.

Technical Specifications
Minimum computer specifications are required for successful participation in Distance Education. Please visit Distance Education at
www.ecsu.edu/academics/offices/distance-education/students/blackboard-learn/system-requirements.html

Blackboard
Please visit www.ecsu.edu/administration/information-technology/blackboard.html
Call 24/7 Blackboard Helpdesk at 1-866-321-7157 to have your password reset.

REMEMBER:
Always log off your accounts when finished. Never share your account passwords.
Honors Program

MISSION

The Honors Program is designed to provide an enhanced and supportive learning environment for academically gifted undergraduate students. The mission will be accomplished through active involvement of faculty recognized for their excellence in teaching small classes referred to as Honors Seminars and through opportunities for research. The Honors Program shall be a unit with its own budget and a Director who is administratively responsible to the Vice Chancellor/Provost through the Associate Vice Chancellor for Academic Affairs. The Director shall work in close cooperation with the Honors Council to establish and review policies and procedures for the Honors Program.

OBJECTIVES

The Honors Program is designed to challenge students with high academic potential at an accelerated rate and to provide them with exposure to a wide variety of in-depth academic, social, cultural and international experiences. The Honors Program is committed to fostering achievement at superior levels so that by graduation students will:
Graduation Honors

Display exceptional proficiency in the command of both oral and written communication skills;

Demonstrate motivation which is intrinsically induced to the extent that the student is stimulated to investigate, pursue, and continue to unravel various bodies of knowledge beyond average expectation;

Develop high levels of research, creative writing, technical writing, computational, and non-verbal skills so that a substantial level of proficiency will have been achieved by graduation;

Acquire a broad knowledge base by exploring diverse and tangential domains;

Obtain a psychological disposition that displays an independent and personal approach to the search for exceptional scholarship as opposed to a dependence on established patterns; and,

Develop self-discipline and self-restraint both in character and in academic endeavors to the extent that counterproductive distractions will not be allowed to impede progress;

GRADUATION HONORS POLICY

Degrees with distinction are awarded to graduating seniors in the following categories:

**CL**
Cum Laude
For GPA 3.25 through 3.59

**MCL**
Magna Cum Laude
For GPA 3.60 through 3.79 (No grade below “C”)

**SCL**
Summa Cum Laude
For GPA 3.80 through 4.0 (No grade below “C”)

To be eligible for degrees with distinction, a student must have earned at least 60 semester hours in residence at Elizabeth City State University. The student must also have the required overall average in all coursework attempted and at least a 3.0 average in all transfer courses.

Any decision about Graduation Honors not stated above is to be addressed by the Academic Standards and Credits Committee.

FOR ADDITIONAL INFORMATION, PLEASE VISIT www.ecsu.edu/academics/programs/honors/
Library Resources

Library Databases
Library databases can be accessed off-campus by students electronically via links on the Library’s webpage at www.ecsu.edu/academics/library/online-resources.html. Students will be required to log on to a proxy server.

Library Books
Library books may be requested by off-site students via the online Distance Education Book Request Form and sent by US Mail. Students are responsible for the return of library books.

Library-only Catalog
Library-only catalog (Symphony eLibrary) is available via the Library web page. Renewals are done electronically using the Banner ID and PIN numbers.

Electronic Research Tools Available

FOR INFORMATION ON LITERACY + DISTANCE EDUCATION (DE) LEARNING VISIT www.ecsu.edu/academics/library/information-literacy-distance-education.html

Student Affairs

CAREER SERVICES
The Office of Career Services provides current students and graduates with ongoing career employment skills training, career information and management tools.

Services offered include: Career Development Resources; Career E-Books; Company, Industry, and Profession Overviews; Internship Database; Community Discussion Boards; Career Advice, Articles and Videos. www.ecsu.edu/current-students/student-affairs/careerservices/index.html

STUDENT HEALTH SERVICES
Transfer students taking more than four credit hours on campus are required to submit a completed Report of Medical History Form AND an immunization record (General Statutes 130A-152). Form deadlines: fall enrollment, July 15; spring enrollment, December 4; summer enrollment, May 1.

Services provided include diagnosis and treatment of general and acute medical problems, allergy injections, immunizations, HIV testing and counseling, laboratory services and limited pharmaceuticals. For more information, please visit www.ecsu.edu/current-students/student-affairs/health-services/index.html

HOURS OF OPERATION
Student Health Services: Mon.–Fri. from 8:00 a.m.–5:00 p.m.
Physician’s Hours: Mon.–Thurs. from 9:00 a.m.–4:00 p.m.; Fri. from 10:00 a.m.–12:00 p.m.
Notify the Residence Director or Campus Police at 252-335-3266 during off-hours.
Student Affairs

The Counseling and Testing Center staff assists students with developing and maintaining a positive outlook toward personal, social, and academic endeavors. Please visit the following web address for more information about our services:

www.ecsu.edu/current-students/student-affairs/

Disability Services

In accordance with section 504 of the Rehabilitation Act of 1973 and the American Disabilities Act 1990 (ADA), ECSU offers services through its Center for Special Needs Students. Contact the Coordinator at 252-335-3273 or www.ecsu.edu/current-students/student-affairs/counseling-testing/students_with_special_needs.html

Housing & Residence Life

Campus living promises to be one of the most memorable and rewarding aspects of your university career. It is a unique and valuable experience that will serve as a special part of your education. Campus living provides you with an opportunity to establish new and long-lasting friendships with a wide variety of people. It also provides an environment in which you can gain academic support and grow as an individual.

For more information, please visit our website:
www.ecsu.edu/current-students/student-affairs/residence-live/index.html

Emergencies

- Please visit ECSU Alert for emergency procedures and notifications at www.ecsu.edu/ecsualert/index.html
- The safety website also includes valuable information for your reference. Please visit www.ecsu.edu/campus-safety/index.html
- If you are experiencing a life-threatening emergency, dial 911 or call Campus Security at 252-335-3266.

Student Responsibilities

It is the responsibility of all students to abide by all policies and procedures outlined in the ECSU Student Handbook and ECSU Catalog. Please reference these publications for official information and guidelines.

ECSU Student Handbook:

ECSU Catalog:
www.ecsu.edu/academics/catalogs/index.html
Majors, Minors, And Concentrations

**Bachelor of Science Accounting**
- Aviation Science
- Biology
- Business Administration
- Chemistry
- Criminal Justice
- Physical Education
- Engineering Technology
- Graphic Design
- Industrial Technology
- Mathematics
- Computer and Information Sciences
- Psychology
- Pharmaceutical Science
- Sports Management

**Bachelor of Science in Education**
- Birth-Kindergarten (BK)
- Elementary Education (Grades K-6)

**Bachelor of Arts Communication Studies**
- English
- History
- Music
- Sociology
- Political Science

**Bachelor of Social Work**
- Bachelor of Science with Teacher Licensure
- Biology
- Physical Education
- Mathematics

**Bachelor of Arts with Teacher Licensure (Minor in Education K-12)**
- English
- Music
- History

Minors and Academic Concentration Options

**Air Traffic Control**
**Aviation Science**
**Coaching and Sports**
**Computer and Information Technology**
**Economic and Finance**
**Entrepreneurship**
**Flight Education**
**Gerontology**
**Global Studies**
**Graphic Design**
**Information Systems**

**Juvenile Justice**
**Management**
**Management Information Systems News Media**
**Marine Science**
**Marketing**
**Mechanical and Automation Technology**
**Molecular Biology/Biotechnology**
**Music**
**Music Business**

**Pre-Dentistry**
**Pre-Law**
**Pre-Medicine**
**Public Health**
**Sound Recording Technology**
**Spanish**
**Sport Marketing and Promotion**
**Studio Art**
**... and More**

Graduate Education

**Department of Education and Psychology**
- Master of Education in Elementary Education
- Master of School Administration

**Department of Math and Computer Science**
- Master of Science in Mathematics
- Master of Science in Mathematics/Applied Math
- Master of Science in Mathematics/Community College Teaching

**Department of Natural Sciences**
- Master of Science in Biology
- Master of Science in Biology Education
Campus Directory For Transfer Students

Counseling and Testing  ................................................................. 252.335.3834
Distance Education/Technology Resources  .................................. 252.335.3699
Financial Aid  .................................................................................. 252.335.3557
Graduate Education  ........................................................................... 252.335.3947
Health Information/Student Health Services  ...................................... 252.335.3268
Library Services  ................................................................................ 252.335.8741
Office of Academic Affairs  .............................................................. 252.335.3291
Office of Admissions  ........................................................................ 252.335.8530
Office of Transfer Advising and Resources  ......................................... 252.335.3474
Registrar  .......................................................................................... 252.335.3301
Student Accounts  .............................................................................. 252.335.3563
Student Life  ..................................................................................... 252.335.3279
University Police  ................................................................................ 252.335.2973
Veterans Resource Information Center  ................................................. 252.335.3774

DEPARTMENTAL CONTACTS

Department of Business and Economics  ............................................. 252.335.3485
Department of Education and Psychology  .......................................... 252.335.3297
Department of Language, Literature, and Communication  .................. 252.335.3713
Department of Math and Computer Science  ........................................... 252.335.8549
Department of Natural Sciences  ......................................................... 252.335.3595
Department of Pharmacy and Health Professions  .................................. 252.335.3595
Department of Physical Education and Health  ......................................... 252.335.3297
Department of Social and Behavioral Sciences  ...................................... 252.335.3974
Department of Technology  ................................................................. 252.335.3846
Department of Visual and Performing Arts  .......................................... 252.335.3778
Office of Transfer Advising and Resources

The Office of Transfer Advising and Resources (OTAR) is a “One-Stop Shop” for transfer students. At ECSU we understand that transfer students are unique and have diverse needs. OTAR is charged with assisting and supporting transfer students as they transition to ECSU. All transfer students are encouraged to utilize this office as their first point of contact and gateway to services while attending the university. Contact us today!