

DePaul University

Department of Chemistry  
and Biochemistry



Handbook

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## 1 – Introduction

### 1.1 – Welcome

Welcome to the Department of Chemistry and Biochemistry at DePaul University! This handbook has been assembled to help current students and those interested in learning more about the department's programs and curricula navigate the sometimes-complex nature of completing a degree at a modern university. Whether you are wondering how to declare your major, thinking about what classes you will need to take next year, or want to know about certain departmental policies and procedures, this handbook should be able to provide you with the help and answers you seek. If not, it should at least be able to point you to someone who will be able to help you out. Every effort has been made to provide you with the latest, up-to-date information about the department, its curriculum, and its policies and procedures. The [handbook](#) is updated twice each year on May 15<sup>th</sup> and October 15<sup>th</sup> in tandem with the [university's catalog](#). If you happen to notice any errors in the handbook, or would like to suggest additional material to include in it, please send a message to [CHEAdvising@depaul.edu](mailto:CHEAdvising@depaul.edu).

### 1.2 – Mission

The mission of the Department of Chemistry and Biochemistry is to educate students in the theory and ethical practice of chemistry within the framework of the scientific method, and to provide students with a context for appreciating the history of chemistry and its applications within society.

## 2 – Faculty, Staff and Students

### 2.1 – Advising expectations for faculty and staff

#### 2.1.1 – Undergraduate advisors

All full-time, tenured and tenure-track faculty are expected to serve the department as academic advisors to undergraduate majors and minors. In carrying out this role, faculty members are expected to:

- Know the degree requirements for every academic track offered by the department.
- Have a working knowledge of the Liberal Studies Program.
- Know whom to contact when an advisee's question cannot be answered.
- Have a working knowledge of basic advising tools such as the Degree Progress Report (DPR), the Unofficial Transcript Report, and BlueStar, the university's online advising system.
- Make contact with each advisee once every quarter.
- Maintain accurate records of each advising encounter.

As you can see, in meeting the expectations above, your academic advisor should be able to answer any questions related to the curriculum options within the department in addition to general questions about the Liberal Studies Program. Many faculty members are also comfortable with talking about non-academic issues such as research and post-graduation career options. Your academic advisor is there to help you navigate through your undergraduate studies – make good use of his or her expertise!

Non-tenure-track faculty, part-time faculty, and full-time staff members are not assigned as academic advisors because department service in the form of academic advising is not part of their job responsibilities. However, these faculty and staff members can take you on as an advisee if they so choose. In doing so, they are bound by the advising expectations listed above.

#### 2.1.2 – Graduate advisors

The Director of Graduate Studies is the official academic advisor for every student in the graduate program. The director is an expert in the department's graduate curriculum and is expected to maintain accurate advising records for each student in the program. [Dr. Quinetta Shelby](#) currently serves as graduate program's director. [Dr. Paul Vadola](#) will take over this role as of July 1, 2018.

Full-time, tenured and tenure-track faculty may also advise graduate students. This is often true for faculty who serve as thesis advisors. In most cases, such faculty advise on a variety of matters including professional development and post-graduate career options.

## 2.2 – Advising expectations for students

### 2.2.1 – Undergraduate students

Effective advising is a two-way street, not only requiring careful guidance on the part of knowledgeable faculty and staff, but diligent preparation on the part of the student as well. Each undergraduate student is expected to:

- Be familiar with the degree requirements for his or her current academic track.
- Be familiar with the basic requirements of the Liberal Studies Program.
- Have a working knowledge of basic advising tools such as the DPR and BlueStar.
- Know how to contact his or her advisor.
- Make contact with his or her advisor once every quarter.
- Be on time for meetings with his or her advisor and bring along relevant materials such as updated course planning sheets and unofficial transcripts.
- Notify his or her instructor if an advising meeting needs to be cancelled.

### 2.2.2 – Graduate students

All students are required to meet with the Director of Graduate Studies to develop a course schedule for the first and second years of study in the desired program track. Graduate students are expected to be familiar with their track requirements. Graduate students are certainly welcome to seek advice more often if there is a need to do so.

## 2.3 – Initial departmental undergraduate academic advisor assignments

The department assigns new majors and minors to a full-time faculty member. After you receive your assignment, make plans to introduce yourself to your departmental academic advisor as soon as possible. Regular contact with your advisor is strongly encouraged in order to seek advice on course selection, even if you may already know what courses you should take. You should ideally meet with your academic advisor a week or two before registration for the next academic session begins.

If you lose your advising assignment notification, you can easily find out who your academic advisor is. Simply log on to [Campus Connection](#), click on **Student Center**, and then look in the **Advisor** section. Note that you may have more than one academic advisor available to you and your departmental academic advisor may not be listed first.

## 2.4 – How to contact your departmental academic advisor

The best way to contact your departmental academic advisor is through e-mail with a specific subject line (e.g. “Request for an advising meeting”). Some items to mention in electronic messages to your advisor include the reason for the contact and if a meeting is desired, the times you are available to meet. Many advisors maintain office hours during which you may drop by to say hello and perhaps schedule a time for a meeting. Office hours for faculty are available on the web; they are also posted on the bulletin board in the main office. To determine who your departmental academic advisor is, log in to [Campus Connection](#), click on **Student Center**, and then look in the **Advisor** section. This web page should contain the contact



information you seek. If not, you can find your departmental academic advisor's e-mail address or office number in Table 2.1 or the [department web site](#).

## 2.5 – How to change your departmental academic advisor

As mentioned above in section 2.3, departmental academic advisors for undergraduate students are assigned once a student declares a major in Chemistry or Biochemistry or a minor in Chemistry. These assignments are not permanent and may be changed if you wish. For example, if you begin working in a faculty member's laboratory, you may want to switch your academic advisor to your research mentor. To switch your academic advisor, send your request electronically to [CHEAdvising@depaul.edu](mailto:CHEAdvising@depaul.edu). Once the switch has been made, you, your previous advisor, and your new advisor will be electronically notified that a new advising assignment has been made.

**Table 2.1:** Faculty and staff contact information.

Tenured and tenure-track faculty				
<i>Name</i>	<i>Specialty</i>	<i>Office</i>	<i>Phone</i>	<i>e-mail</i>
Dr. Timothy French	Physical, chemistry education	AJM321A	57322	<a href="mailto:tfrench1@depaul.edu">tfrench1@depaul.edu</a>
Dr. Kyle Grice	Inorganic	AJM321C	58008	<a href="mailto:kgrice@depaul.edu">kgrice@depaul.edu</a>
Dr. Graham Griffin	Physical	AJM317	57099	<a href="mailto:ggriffi6@depaul.edu">ggriffi6@depaul.edu</a>
Dr. Lihua Jin	Biochemistry	AJM314A	57371	<a href="mailto:ljin1@depaul.edu">ljin1@depaul.edu</a>
Dr. Caitlin Karver	Chemical biology	AJM321D	57365	<a href="mailto:ckarver@depaul.edu">ckarver@depaul.edu</a>
Dr. Gregory Kharas	Polymers	AJM314C	57367	<a href="mailto:gkharas@depaul.edu">gkharas@depaul.edu</a>
Dr. John Kozak	Chemical physics	CDM452	28876	<a href="mailto:kozak@depaul.edu">kozak@depaul.edu</a>
Dr. Justin Maresh	Biochemistry	AJM314B	57891	<a href="mailto:jmaresh@depaul.edu">jmaresh@depaul.edu</a>
Dr. Richard Niedziela	Physical	AJM100D	57307	<a href="mailto:rniedzie@depaul.edu">rniedzie@depaul.edu</a>
Dr. Ruben Parra	Computational	AJM330A	54343	<a href="mailto:rparra1@depaul.edu">rparra1@depaul.edu</a>
Dr. Charles Rubert Perez	Biomaterials	AJM412H	58938	<a href="mailto:crubertp@depaul.edu">crubertp@depaul.edu</a>
Dr. Quinetta Shelby	Inorganic	AJM309A	57402	<a href="mailto:qshelby@depaul.edu">qshelby@depaul.edu</a>
Dr. Cathrine Southern	Biophysical	AJM321B	57453	<a href="mailto:csouthe2@depaul.edu">csouthe2@depaul.edu</a>
Dr. Paul Vadola	Organic	AJM314D	57358	<a href="mailto:pvadola@depaul.edu">pvadola@depaul.edu</a>
Dr. Wendy Wolbach	Analytical	AJM319	54262	<a href="mailto:wendywolbach@gmail.com">wendywolbach@gmail.com</a>
Instructors				
Dr. Amanda Baum-Wagner	Inorganic	AJM100A	57473	<a href="mailto:abaumwag@depaul.edu">abaumwag@depaul.edu</a>
Dr. Gwendalyn Baumann	Bioinorganic	AJM100C	54726	<a href="mailto:gbaumann@depaul.edu">gbaumann@depaul.edu</a>
Full-time staff				
Ms. Nicole Hack	Dept assistant	AJM100	57420	<a href="mailto:nhack@depaul.edu">nhack@depaul.edu</a>
Ms. Sara Rocus	Lab manager	AJM303B	57368	<a href="mailto:socus@depaul.edu">socus@depaul.edu</a>
Mr. William Schjerven	Lab manager	AJM303B	58016	<a href="mailto:wshjerv@depaul.edu">wshjerv@depaul.edu</a>

## 3 – Undergraduate Students

### 3.1 - Intake advising

Students who are new to DePaul usually participate in one of two intake-advising programs. New first-year undergraduates go through an intensive summer-time program called [Premiere DePaul](#). Transfer students participate in a smaller-scale program known as [Transition DePaul](#). Regardless of which program a student participates in, he or she will spend time with an intake advisor who will assist the student in assembling a course schedule for his or her first academic term at DePaul.

#### 3.1.1 – Premiere DePaul

The Premiere DePaul program is designed to provide new first-year DePaul students with a two day, immersion-like introduction to the university. The program includes topics regarding life on campus, how to navigate through various administrative offices, and most importantly the academic life of the student. Prior to attending a Premiere DePaul session, a student must complete a mathematics placement examination and a writing self-assessment process. The mathematics placement and writing assessment results are used during academic advising to start charting a course of study for the following autumn quarter.

During the academic advising portion of each Premiere DePaul session, a student is paired with a faculty or a staff advisor from the college. If a student enters DePaul with a declared major, every attempt is made to assign the student to a faculty advisor from the major field. If such an advisor is not available, an academic advisor from an allied field is usually assigned to the student. A randomly selected faculty or staff advisor is assigned only when the first two types of assignments are not possible. The student and his or her advisor spend time together in a holistic setting discussing possible courses for the upcoming term and other academic-related issues. Together they then proceed to register for courses through [Campus Connection](#).

#### 3.1.2 –Transition DePaul

Unlike traditional first-year students, orientation for transfer students is composed of an online general overview and an on-campus component. In the on-campus component, a student will meet with a faculty or staff academic advisor. As is the case for Premiere DePaul sessions, every attempt is made to pair up students with incoming declared majors with faculty advisors in their proposed field of study. During the academic advising session in Transition DePaul, advisors will review any previous academic records, show how they translate to courses in the DePaul curriculum, and discuss options for the upcoming term's courses. Like in Premiere DePaul sessions, advisors suggest course options for incoming transfer students and they help their students enroll in those courses through [Campus Connection](#).

## 3.2 – Declaration

### 3.2.1 – Declaration of major

If you are interested in declaring a major in the field of chemistry or biochemistry, you can do so in [Campus Connection](#). In Campus Connection, choose **Self Service**, and then **Change College, Major, or Minor** in the **Academic Planning** section. The application is relatively straightforward to use. It requires you to

select the change you want to make from a series of dropdown boxes. Upon change of major, the department will assign a faculty academic advisor to you as described in section 2.3.

The procedure given above can also be used to change your declaration from chemistry to another field of study. If you plan to drop your major in chemistry, you should make arrangements to see your academic advisor one last time for the purpose of setting up a smooth transition to your new major.

See section 3.2.3 below for information regarding major field term requirements.

### **3.2.2 – Declaration of minor**

If you are interested in declaring a minor in the field of chemistry, you can do so in [Campus Connection](#) using the method detailed in section 3.2.1. Upon change of minor, the department will assign a faculty academic advisor to you as described in section 2.3.

See section 3.2.3 below for information regarding minor field term requirements.

### **3.2.3 – Term requirements for majors and minors**

The phrase *requirement term* refers to the term in which you declare a new major or a new minor. Terms are internally identified by a four-digit number in the university's enrollment systems. For example, the term code 0940 represents the Autumn 2014 session. When you declare a new major or new minor, your academic record is stamped with the term code that is in effect at the time of your declaration. The academic program that is in place for your major or minor at that time is the one you need to complete in order to graduate. The department may change parts of its curriculum while you are a student, but those changes will not affect what is required of you at the time of your declaration. If the department no longer offers courses to fulfill your graduation requirements, it will work out arrangements known as substitutions or waivers for those classes; see section 3.9 below for more information.

### **3.2.4 – Declaration deadlines**

You should declare a major in chemistry or biochemistry as soon as possible to take full advantage of the department's course offerings. Ideally, a chemistry or biochemistry major should declare by the end of his or her first year in residence, or at the latest by the start of his or her third year at DePaul.

### **3.2.5 – Additional majors**

You can declare additional majors using the same method mentioned in section 3.2.1. When you have multiple majors, one of them will be primary, the other(s) secondary. In thinking how to fulfill all of the requirements for multiple majors, plan on meeting all the requirements (including those of the Liberal Studies Program) of the primary major. The requirements of the secondary major(s) will often serve to complete open elective credits for the primary major. In this fashion, it is possible to complete coursework for more than one major at the same time. The specific rules governing additional majors can be found in the current edition of the [Undergraduate Student Handbook](#). Please note that if you have additional majors, you will have more than one faculty academic advisor, one in each of your major fields of study. You should consult with all of these advisors regularly as they will provide the necessary perspective from their own fields regarding completion of your majors.

### 3.3 – Credit by examination

The department accepts credit by examination. The most up-to-date information on what the department accepts for credit can be found on the Admissions pages on the university's web site for [AP examinations](#), [CLEP credit](#), and [IB credit](#). For the examination credit to be of use at DePaul, you must make arrangements to have the testing service send your examination results directly to the university at the following address:

DePaul University  
Student Systems  
Transfer Systems and Operations  
1 East Jackson Boulevard  
Chicago, Illinois 60604

If you are a first-year chemistry or biochemistry major with examination credit for general chemistry you should consult the department chair before beginning your first term of study at DePaul. The department strongly encourages its first-year majors to take the entire general chemistry sequence at DePaul regardless of their incoming examination credit. This recommendation is made in the spirit of integrating new students into the department and its curriculum.

### 3.4 – Transfer credit

The following subsections highlight information regarding the transfer of credit from other accredited institutions of higher learning. Detailed regulations involving transfer credit are provided in the [Undergraduate Student Handbook](#).

#### 3.4.1 – Submitting transcripts

The first step in the transfer of any credit to DePaul is to make arrangements to have transcripts from each college or university you have attended sent to the university at the following address:

DePaul University  
Office of Undergraduate Admission  
1 East Jackson Boulevard  
Suite 9000  
Chicago, Illinois 60604

No matter if you are an incoming transfer student, or an existing DePaul student who is earning credit elsewhere (e.g., taking a history course at a local community college during the summer), you must report all coursework completed outside of DePaul to the university. Failure to do so constitutes an academic integrity violation.

#### 3.4.2 – Assignment of transfer credit

The university accepts credit for courses taken outside of DePaul from duly accredited institutions. In general, for transfer credit to be applied at DePaul, the incoming credit-bearing course must articulate with (or map to) one at DePaul. The Transfer Articulation Center (TrAC) is responsible for setting up

articulations between classes at other colleges and universities and DePaul. Incoming transfer courses are checked against the university's articulation database and if a match is found, the transfer credit is posted. If a match is not found, the TrAC attempts to assign credit as best it can. When it cannot make a determination, the TrAC issues a request to the department chair of the unit for which the credit is being proposed. The chair (or his or her proxy) evaluates the course and can recommend an articulation to an existing course, an articulation to a generic transfer course that is posted as an open elective, or that no articulation should be made. This final recommendation is entered into the articulation database for future reference.

You are encouraged to consult the university's [transfer course list application](#). You will be required to select a state, institution, and subject. Afterwards, you will be presented with a list of all of the courses in the subject selected that have been articulated to a course at DePaul. In addition, you will see information regarding each course's status with respect to the Liberal Studies Program.

If you are interested in seeing how outside credit applies at DePaul, or how DePaul courses might apply at another institution, you can also visit the [Transferology web site](#). The university contributes course articulation information to this organization and it is a good tool to use to scope out articulations between schools. You may need to set up a free account to use this service.

### **3.4.3 – Transfer credit limit**

You can transfer a maximum of 99 quarter credit hours from a community college or a maximum of 132 quarter credit hours from a qualified four-year institution. Transferring beyond these credit limits may cause you to graduate at a later date. The [Undergraduate Student Handbook](#) contains detailed descriptions of these limits. You should contact your academic advisor if you plan on transferring in credit and are close to either of these limits.

### **3.4.4 – Incoming transfer students**

If you are an incoming transfer student, you should see to it that you meet with your academic advisor as soon as possible, even if you just met with an intake advisor during a Transition DePaul session. The purpose of this meeting is two-fold. First, it is a good idea to introduce yourself to your departmental academic advisor. Second, you will want to check that all of your expected transfer credits have been received and accepted. You and your advisor should also review your online Degree Progress Report. This will also give you an opportunity to develop a yearly course schedule to help you graduate in a timely manner.

### **3.4.5 – Current DePaul students**

As a current DePaul student, you are welcome to take some courses outside of DePaul. Some students find it convenient to complete courses in the Liberal Studies Program at their local community college while back home for the summer break. You are strongly encouraged to consult your academic advisor before enrolling at another institution for the purpose of transferring back credit. If after consultation you still plan to take courses outside of DePaul, they must be pre-approved by the college office via a [Transfer Credit Approval](#) form. Be aware that the university's [senior residency policy](#) prohibits the

transferring of credit once 132 credit hours have been earned. In other words an undergraduate's last 60 credit hours must be taken at DePaul.

### **3.4.6 – Transfer credit grades**

Grades from courses that are transferred to the university are not used in the computation of the DePaul [grade point average](#) (GPA). Transferred courses may [be repeated at DePaul](#), with the grades for classes repeated at DePaul included in the GPA calculation.

## **3.5 – General academic policies**

The following entries list some general policies that exist at the department, college, and university levels. The entries do not represent the full compendium of all policies at each of these levels. These selected synopses are provided here for your convenience as they cover topics that are most relevant to undergraduate students.

### **3.5.1 – Department policies**

#### ***3.5.1.1 – Prerequisites for undergraduate courses***

The department enforces all prerequisite rules for each undergraduate course that it offers. Each instructor, however, has the discretion to waive prerequisite rules for his or her own course(s). If you seek to have the prerequisites for an undergraduate course waived, you must petition the instructor in writing, clearly stating the reasons why you are seeking the prerequisite waiver. The instructor will consider the request, and his or her decision on the matter is final.

You can view the prerequisites for any course in the [University Catalog](#). Click on the [Course Descriptions](#) tab and then select the appropriate letter to begin your course search. Course prerequisites are shown immediate below each course description. Alternatively, you can view prerequisites by going through the catalog's [Degree Requirements](#) option. Rolling over courses on the degree requirements pages will show course descriptions and prerequisites as well.

#### ***3.5.1.2 – Prerequisites for graduate courses***

Undergraduate students may not enroll in graduate courses on their own. If you would like to take a course in the department's graduate program to round out your undergraduate program, you must seek consent from your faculty academic advisor. This requirement allows your advisor to review your course selection to make sure you have the proper background for the material that will be covered. You and your advisor will also discuss the relevance of the graduate course to your overall career plans. The student must then fill out the [academic exceptions request form](#). The faculty advisor will email this form to [CHEAdvising@depaul.edu](mailto:CHEAdvising@depaul.edu) for approval.

#### ***3.5.1.3 – Minimum grade in prerequisite courses***

You must earn a grade of C- or better in all prerequisite courses for any undergraduate chemistry course. If this criterion is not met, the department will automatically drop you from the course roster. You may petition the instructor of the course for a waiver as detailed in section 3.5.1.1.

#### **3.5.1.4 – Co-requisites**

Due to the structure of the chemistry curriculum, you will see that many courses have co-requisites. More often than not, a laboratory course is a co-requisite of a lecture course and vice-versa. When courses are set up as co-requisites, they are intended to be taken together. This system prevents students from racing through parts of the curriculum without passing other crucial elements at the same time. If you are taking co-required courses and pass one, but not the other, you will likely not be able to advance through the curriculum due to prerequisite checks (see sections 3.5.1.1 and 3.5.1.3 above). You can, however, retake the course that you did not pass without retaking the co-requisite one that you did. In this case, passing the co-required course satisfies the co-requisite of the course that needs to be retaken.

#### **3.5.1.5 – General chemistry placement**

In addition to meeting a mathematics prerequisite, every student who intends to enroll in the first course of a general chemistry sequence must first take a Chemistry Placement Test (CPT). [Information about the test](#) is available online. The results of this placement test are used by the general chemistry faculty to determine if you are ready to enroll in the standard general chemistry sequence. If you are not ready for the standard sequence, you may enroll in a general chemistry course that provides extra class meeting time for additional in-class practice. The decision of the general chemistry faculty in this matter is final.

#### **3.5.1.6 – Closed course sections**

The department may attach an electronic waitlist to courses. Waitlists are populated on a first-come, first-enroll basis after a section reaches its enrollment capacity and closes. The department honors the order of waitlist in order to be fair to all students waiting to enroll. That being said, you can petition the instructor of a closed section to be added to the section's roster if you believe that extenuating circumstances that warrant your enrollment exist. Such circumstances usually involve some technical issue that may have prevented you from self-enrolling. Claims made for other reasons such as the "need to graduate on time" are generally not successful because other students on the waitlist can make the same argument.

If you decide to petition an instructor, the petition must be in writing (an e-mail message is acceptable) and clearly state the grounds on which you are making the request. The instructor will consider the request in light of the department's commitment to honor the waitlist. His or her decision on the matter is final. If the instructor agrees to add you to his or her section's roster, the instructor must send the enrollment request to the department assistant. The request should include your name, ID number, and a valid e-mail address. He or she should also include the course and section number, the five-digit class ID number, and reason for the enrollment request. The department assistant will keep the request on file and notify you and the instructor once the enrollment request has been processed.

Due to safety regulations, laboratory-based courses cannot be over-enrolled.

#### **3.5.1.7 – Course syllabi**

Each course should have a complete syllabus that describes the course, the grading policy, and its objectives/expectations. The instructor usually distributes (or posts online) the syllabus on the first day

of class. You should thoroughly read the syllabus and consider it as a contract between you and your instructor.

#### ***3.5.1.8 – Departmental communication***

When announcements need to be made, the department will usually send electronic messages to all of its students using the e-mail address that is marked as preferred in Campus Connection. To check or change your preferred e-mail address, log on to [Campus Connection](#), click on **Self Service** in the left hand menu, and then select **Email Addresses** in the **Personal Information** section. Follow the instructions on that page to update your information.

The department will also make announcements through its [web site](#).

#### ***3.5.1.9 – Departmental employment***

The department offers employment opportunities for its students. Working for the department is in many ways preferable to obtaining outside employment as it integrates you into the department community and gives you a glimpse of what working in the field of chemistry is like. To be considered for an employment opportunity, your GPA must be 3.000 or above. To serve as a laboratory or course assistant, you must have earned a grade of B or higher in the same course. The department also employs students as stockroom assistants, laboratory preparers, and graders.

#### ***3.5.1.10 – Course help***

The department offers many opportunities to students who need help in their courses. All laboratory assistants are required to hold at least one office hour per week. Course assistants and supplemental instruction assistants hold recitation hours and office hours as well.

Beyond these options, the College of Science and Health provides free tutoring and academic support in many areas. In most circumstances the services are administered by graduate students and undergraduate students in their senior year. Information about tutoring can be found at the [CSH Tutoring Services](#) website. If you wish to seek a private tutor, contact the department assistant at the main department number (773) 325-7420, or send a request to the general chemistry mailbox at [chemistry@depaul.edu](mailto:chemistry@depaul.edu). The department assistant will pass your contact information along to a list of students who have expressed an interest in providing private tutoring services.

#### ***3.5.1.11 – Withdrawal from co-requisite courses***

Ordinarily, if you are registered in two courses that are co-requisites of each other and you need to withdraw from one of them, you must withdraw from both. There are some circumstances in which you may remain in one of the co-requisite courses while withdrawing from the other. For all courses, the last day to withdraw (and thus receive a grade of a W) is the last day of the seventh week in a regular academic term. General Chemistry and Organic Chemistry have different policies on the withdrawal process.

General Chemistry lecture and lab courses are co-requisite courses. If you withdraw from General Chemistry you must withdraw from both the lecture and the lab courses. In order to move on in the general chemistry sequence, students must receive a C– or higher in both the lecture and lab courses.



Organic Chemistry lecture and lab courses are co-requisite courses. If you withdraw from Organic Chemistry before the end of sixth week, you must withdraw from both the lecture and the lab courses. If you decide to withdraw during the seventh week (but before the withdrawal deadline set by the university), you must contact your instructor(s) to discuss the possibility of withdrawing from only one of the courses. In order to remain in the lab but withdraw from the lecture, you must have achieved at least 80% of the possible points at that time in lab. In order to move on in the organic chemistry sequence, students must receive a C– or higher in both the lecture and lab courses.

### 3.5.2 – University policies

#### 3.5.2.1 – Minimum graduation requirements

Graduation requirements are detailed in the [Undergraduate Student Handbook](#). In brief, the following requirements must be met:

- 192 credit hours accumulated across the Liberal Studies Program, major field courses, required courses in other departments, and open electives
- Completion of all courses specified in the major and minor (if selected) fields of study with a grade of C- or better
- Overall GPA of 2.000 or greater
- Transfer students must take, at minimum, half of their required major field courses at DePaul

#### 3.5.2.2 – Degree conferral

In anticipation of degree conferral, you should first meet with your academic advisor to check that all degree requirements will be met in time for the intended conferral date, which generally occurs within 30 days of the end of any academic term. The DePaul Central web site has a list of [frequently asked questions](#) that address many issues regarding degree conferral.

#### 3.5.2.3 – Probation

You will be placed on [academic probation](#) if you do not maintain a cumulative GPA 2.000 or above. You may be dismissed from the university if you remain on academic probation for more than two consecutive quarters. Dropping too many courses and a low GPA may also cause your [financial aid to be suspended](#).

#### 3.5.2.4 – Academic integrity

Plagiarism and other forms of academic integrity violations are not tolerated at DePaul. You should read and become familiar with [academic integrity](#) policies of the university. The academic integrity site contains additional useful information including a list of [frequently asked questions](#).

#### 3.5.2.5 – Leave of absence or withdrawal from the university

Information on leaves of absence or withdrawal from the university can be found in the [Undergraduate Student Handbook](#). You may apply for a leave of absence or withdraw completely from the university by logging on to [Campus Connection](#), clicking on **Self Service**, and then selecting **Withdrawal/Leave Request** in the **Academic Records** section. Fill out the online form and then click **Submit** to initiate the process.

### ***3.5.2.6 – Registration blocks***

If you have a block placed on your record, you will not be able to enroll in any course for an upcoming term. The block may be financial in nature, or some other required activity like the submission of vaccination records. You need to work with staff members in [DePaul Central](#) to get the block removed.

### ***3.5.2.7 – Enrollment activity***

You can add courses to your schedule through the end of the first week of any regular academic session. You can drop any course without penalty or charge through the second week of any regular academic session. After that time, you are capable of withdrawing from any course through the end of the seventh week of any regular academic session. In this case, you will automatically be assigned a grade of W for the course. The deadlines for academic sessions other than the autumn, winter, and spring quarters can be found at the university's [academic calendar](#).

### ***3.5.2.8 – Pass/fail option***

You may only take open elective courses as pass/fail. To be eligible for this option, you must have sophomore standing and cannot be on academic probation. Only one course per term may be taken under the pass/fail option. No more than 20 credit hours of coursework may be completed under the pass/fail option. See the [Undergraduate Student Handbook](#) for more information.

### ***3.5.2.9 – Grade of incomplete (IN)***

You must formally request an incomplete grade (IN) from your instructor. To be eligible, you must average a passing grade at the time of your request. If the instructor concurs, then an IN grade will appear on your transcript. You must complete the required course work to remove the incomplete grade within the two following quarters (excluding summer). After that time, the incomplete grade will automatically convert to a failing grade. See the [Undergraduate Student Handbook](#) for more information.

### ***3.5.2.10 – Repeated course grades***

You are free to retake any course at DePaul. All grades for the same course will appear on your transcript. If you take a course twice, then only the second grade will be used to calculate your GPA. If you take a course more than twice, then the second and all subsequent grades will be used to calculate your GPA. As stated in the [Undergraduate Student Handbook](#), a student may be administratively dropped from a course if the student has previously received a grade of C- or higher in that course or if a student is repeating a course for a third or more time. You are strongly encouraged to consult with your academic advisor to evaluate whether retaking a course is worthwhile, particularly if you do not need to retake it to meet the graduation requirements. See the [Undergraduate Student Handbook](#) for more information.

Repeating the same course is a fairly straightforward process. When a department changes aspects of its curriculum, however, it may not be possible to repeat the same course again. Alternatively, there may be other course options in the department that can be used to in effect overlay the grade of a course that needs to be repeated. Under these conditions, a repeat code (sometimes known as a bracketing rule) will be set up to accommodate the university's repeat policy.

### 3.6 – Programs

The department's mission has long been implemented through a curriculum that was designed, in part, according to guidelines established by the American Chemical Society (ACS), a congressionally chartered independent membership organization representing professionals at all degree levels and in all fields of chemistry and related sciences. In keeping with ACS guidelines, the department offers ACS-accredited degrees in both chemistry and biochemistry.

#### 3.6.1 – Background

An ACS-accredited curriculum must include: Introductory (or General) Chemistry, Foundation Course Work, and In-Depth Course Work. Foundation courses must include eight, one-quarter courses with at least one course in each of the following areas: analytical chemistry, biochemistry, inorganic chemistry, organic chemistry, and physical chemistry. These courses should expand on knowledge gained in general chemistry and lay the groundwork for in-depth courses, of which students must take six, one-quarter courses. In addition to the laboratory experience gained in general chemistry, students must engage in an additional 400 hours of laboratory work. This laboratory time can be associated with courses or with research, if a written report is required for the research.

#### 3.6.2 – Undergraduate curriculum overview

The department believes its curriculum will facilitate its students in their efforts to achieve several of DePaul University's [learning goals](#), including: mastery of content; intellectual and creative skills; personal and social responsibility; integration of learning; and preparation for career and beyond.

As outlined by the ACS guidelines, the goals of in-depth course work are twofold: (1) to integrate topics introduced in the foundation courses, and (2) to investigate these topics more thoroughly. Based on the expertise of its faculty and the interests and goals of its students, the department offers ACS-accredited B.S. degrees in chemistry and biochemistry.

The department also offers a non-ACS-accredited Bachelor of Arts (B.A.) degree in chemistry. The courses related to each of these baccalaureate options are shown in Table 3.1.

**Table 3.1:** Table view of the undergraduate curriculum

Degree→	ACS-Certified B.S. in Biochemistry	ACS-Certified B.S. in Chemistry	B.A. in Chemistry
Track→	N/A	Standard	Standard
<b>Introductory Courses</b>	CHE 120 or 130/CHE 131 CHE 122 or 132/CHE 133 CHE 134/CHE 135	CHE 120 or 130/CHE 131 CHE 122 or 132/CHE 133 CHE 134/CHE 135	CHE 120 or 130/CHE 131 CHE 122 or 132/CHE 133 CHE 134/CHE 135
<b>Foundation Courses</b>	CHE 204/CHE 205 CHE 230/CHE 231 CHE 232/CHE 233 CHE 234/CHE 235 CHE 261 CHE 308/CHE 309 CHE 320/CHE 321 CHE 340/CHE 341	CHE 204/CHE 205 CHE 230/CHE 231 CHE 232/CHE 233 CHE 234/CHE 235 CHE 261 CHE 302/CHE 303 CHE 320/CHE 321 CHE 340/CHE 341	CHE 204/CHE 205 CHE 230/CHE 231 CHE 232/CHE 233 CHE 234/CHE 235 CHE 261 CHE 302/CHE 303 CHE 320/CHE 321 CHE 340/CHE 341
<b>In-Depth Courses</b>	CHE 342/CHE 343 CHE 344/345 <i>12 Cr Hrs from:</i> CHE 318 CHE 348 CHE 360 CHE 362 CHE 376	CHE 304/CHE 305 CHE 306/CHE 307  <i>16 Cr Hrs from:</i> any CHE 250+ up to CHE 399 (excluding CHE 346, CHE 392 and CHE 397, CHE 398)	N/A
<b>Biology Courses</b>	BIO 191 General Biology I BIO 192 General Biology II BIO 193 General Biology III BIO 250 Cell Biology One 300-level biology course may replace an in-depth elective in consultation with a student's academic advisor. <sup>a</sup> Suggested options include: BIO 310, BIO 339, BIO 370, BIO 375, or HLTH 320.	N/A	N/A
<b>Mathematics and Physics Courses</b>	MAT 170/171/172 or 160/161/162 or 150/151/152 or MAT147/148/149 PHY 170/171/172 or PHY 150/151/152	MAT 170/171/172 or 160/161/162 or 150/151/152 or MAT147/148/149 PHY 170/171/172	MAT 170/171/172 or 160/161/162 or 150/151/152 or MAT147/148/149 PHY 170/171/172
<b>Major Credits</b>	104	92	68
<b>LSP Credits</b>	76	76	76
<b>Open Elective Credits</b>	12	24	48
<b>Total Credits</b>	192	192	192

<sup>a</sup>Student's academic advisor is the CHE faculty advisor.

As you can see, the chemistry and biochemistry curricula are three-tiered, beginning with the Introductory Courses, through the Foundation Courses, and ending with the In-Depth Courses. Special attention should be paid to the prerequisites of each course offered in the curriculum. You will also need to take courses in the fields of physics and mathematics, namely a year-long general physics sequence and a year-long calculus sequence. If you plan on completing a biochemistry degree, you must also complete the year-long general biology sequence and a one-quarter cellular biology course. As indicated in Table 3.1, for all major options you must also complete the Liberal Studies Program (LSP, see section 3.7 below) and take

open elective courses. The Junior Year Experiential Learning LSP component may be fulfilled by enrolling in CHE392 (Internship), CHE397 (Research), or CHE398 (Chemistry Thesis); see section 3.7 below.

In addition to the traditional baccalaureate degrees noted above, the department offers the following combined degree programs:

- B.S./M.S. program in chemistry
- B.S./Ch.E. program in chemical engineering (joint with the Illinois Institute of Technology)

These programs offer an appealing way for students to earn advanced degrees with an extra year of study at DePaul.

### 3.6.3 – Master course listing

A master list of all courses offered by the department can be found in Table 3.2. This table also includes for each course its ACS level, type, credit hours, prerequisites, co-requisites, and frequency of offering.

**Table 3.2:** Master course listing

Nbr	Title	ACS	Type	Hrs	Frq	Co-requisites	Prerequisites
100	Our Chemical World	SI	LEC	4	VAR		
101	Exploring Matter	SI	LEC/LAB	4	VAR		
102	Molecules That Shaped the World	SI	LEC	4	VAR		LSP 120
103	Environmental Chemistry	SI	LEC/LAB	4	VAR		
104	Chemicals, Drugs, Living Systems	SI	LEC	4	VAR		
105	Exploring Nutrients/ Science of Nutrition	SI	LEC/LAB	4	VAR		
106	Geochemistry	SI	LEC	4	VAR		
107	Proteins and Their Genes	SI	LEC/LAB	4	VAR		
108	Conquest of Disease	SI	LEC	4	VAR		LSP 120
109	Forensic Chemistry	SI	LEC/LAB	4	VAR		
110	National Security, Sci, Tech	SI	LEC	4	VAR		LSP 120
120	General Chemistry IP	I	LEC	5	A	131	MAT 130 and CPT (MAT 130 may be a co-req)
122	General Chemistry IIP	I	LEC	5	W	133	(120 or 130) and 131
130	General Chemistry I	I	LEC	3	AW	131	MAT 130 and CPT
131	General Chemistry Lab I	I	LAB	1	AW	130	MAT 130 and CPT
132	General Chemistry II	I	LEC	3	WS	133	130 and 131
133	General Chemistry Lab II	I	LAB	1	WS	132	130 and 131
134	General Chemistry III	I	LEC	3	AS	135	132 and 133
135	General Chemistry Lab III	I	LAB	1	AS	134	132 and 133
136	General Chemistry I	I	LEC	5	SS1	137	MAT 130 and CPT
137	General Chemistry Lab I	I	LAB	1	SS1	136	MAT 130 and CPT
138	General Chemistry II	I	LEC	5	SS2	139	136 and 137
139	General Chemistry Lab II	I	LAB	1	SS2	138	136 and 137

**Table 3.2: Continued**

Nbr	Title	ACS	Type	Hrs	Frq	Co-requisites	Prerequisites
204	Analytical Chemistry	F	LEC	3	AS	205	(134 and 135) or (138 and 139)
205	Analytical Chemistry Lab	F	LAB	1	AS	204	(134 and 135) or (138 and 139)
228	Survey of Organic Chemistry		LEC	3	S	229	(132 and 133) or (138 and 139)
229	Survey of Organic Chemistry Lab		LAB	1	S	228	(132 and 133) or (138 and 139)
230	Organic Chemistry I	F	LEC	3	AW	231	(134 and 135) or (138 and 139)
231	Organic Chemistry Lab I	F	LAB	1	AW	230	(134 and 135) or (138 and 139)
232	Organic Chemistry II	F	LEC	3	WS	233	230 and 231
233	Organic Chemistry Lab II	F	LAB	1	WS	232	230 and 231
234	Organic Chemistry III	F	LEC	3	AS	235	232 and 233
235	Organic Chemistry Lab III	F	LAB	1	AS	234	232 and 233
236	Organic Chemistry I	F	LEC	5	SS1	237	(134 and 135) or (138 and 139)
237	Organic Chemistry Lab I	F	LAB	1	SS1	236	(134 and 135) or (138 and 139)
238	Organic Chemistry II	F	LEC	5	SS2	239	236 and 237
239	Organic Chemistry Lab II	F	LAB	1	SS2	238	236 and 237
261	Instrumental Analysis	F	LEC/LAB	4	S		204 and 205
264	Atmospheric Chemistry	D	LEC	3	WE	265	204 and 205
265	Atmospheric Chemistry Lab	D	LAB	1	WE	264	204 and 205
268	Solid Waste Chemistry	D	LEC	3	WO	269	204 and 205
269	Solid Waste Chemistry Lab	D	LAB	1	WO	268	204 and 205
302	Quantum Chemistry	F	LEC	3	A	303	204 and 205 and Calc and PHY 172
303	Experimental Physical Chemistry I	F	LAB	1	A	302	204 and 205 and Calc and PHY 172
304	Thermochemistry	D	LEC	3	W	305	302 and 303
305	Experimental Physical Chemistry II	D	LAB	1	W	304	302 and 303
306	Kinetics and Statistical Thermodynamics	D	LEC	3	S	307	302 and 303
307	Experimental Physical Chemistry III	D	LAB	1	S	306	302 and 303
308	Physical Chemistry for Biological Sciences	F	LEC	3	W	309	204 and 205 and Calc and (PHY 152 or PHY 172) and BIO 193
309	Physical Chem for Biological Sciences Lab	D	LAB	1	W	308	204 and 205 and Calc and PHY 172 and BIO 193
310	Nuclear Chemistry	D	LEC	4	WO		205 and (PHY 152 or PHY 172)
318	Biophysical Chemistry	D	LEC	4	SO*		302 or 340
320	Intermediate Inorganic Chemistry	D	LEC	3	S	321	(234 and 235) or (238 and 239)
321	Intermediate Inorganic Chemistry Lab	D	LAB	1	S	320	(234 and 235) or (238 and 239)
326	Organometallic Chemistry	D	LEC	3	WO	327	(234 and 235) or (238 and 239)
327	Organometallic Chemistry Lab	D	LAB	1	WO	326	(234 and 235) or (238 and 239)
330	Capstone in Physical Sciences	CS	LEC	4	S		
332	Polymer Science	D	LEC	3	SO*	333	(234 and 235) or (238 and 239)
333	Polymer Science Lab	D	LAB	1	SO*	332	(234 and 235) or (238 and 239)
340	Biochemistry I	F	LEC	3	AW	341	(234 and 235) or (238 and 239)
341	Experimental Biochemistry I	F	LAB	1	AW	340	(234 and 235) or (238 and 239)
342	Biochemistry II	D	LEC	3	W	343	340 and 341
343	Experimental Biochemistry II	D	LAB	1	W	342	340 and 341
344	Biochemistry III	D	LEC	3	S	345	342 and 343

**Table 3.2: Continued**

Nbr	Title	ACS	Type	Hrs	Frq	Co-requisites	Prerequisites
345	Experimental Biochemistry III	D	LAB	1	S	344	342 and 343
346	Survey of Biochemistry	D	LEC	4	S		232 or 238
348	Chemical Biology	D	LEC	4	WE		340
360	Medicinal Chemistry	D	LEC	4	AE		234 or 238
362	Drugs and Toxicology	D	LEC	4	SE*		234 or 238
364	Nutrition	D	LEC	4	Var		(234 or 238) and 340
376	Computational Chemistry	D	LEC	4	SE*		302
378	Applied Spectroscopy	D	LEC	4	AO		(234 and 235) or (238 and 239)
392	Internship	EL	LEC	Var	AWS		Consent; must submit form found <a href="#">here</a>
397	Research	EL	LAB	Var	AWS		Junior standing and consent; must submit form found <a href="#">here</a>
398	Chemistry Thesis	EL	LEC	Var	WS		Junior standing and consent; must submit form found <a href="#">here</a>
399	Independent Study		LEC	Var	OD		Consent; must submit form found <a href="#">here</a>
422	Inorganic Structure and Reactivity	G	LEC	4	WO		
424	Group Theory	G	LEC	4	WE		
430	Polymer Synthesis	G	LEC	4	AO		
431	Polymer Synthesis Lab	G	LAB	2	AO		
432	Physical Chemistry of Polymers	G	LEC	4	WE		
434	Polymer Characterization	G	LEC	4	S		
435	Polymer Characterization Lab	G	LAB	2	S		
436	Polymer Technology	G	LEC	4	WO		
438	Material Science	G	LEC	4	SO		
442	Protein Structure and Function	G	LEC	4	AE		
444	Advanced Topics in Biochemistry	G	LEC	4	AO		
450	Advanced Mechanistic Organic Chemistry	G	LEC	4	AO		
452	Advanced Synthetic Organic Chemistry	G	LEC	4	AE		
470	Statistical Thermodynamics	G	LEC	4	WO		
472	Molecular Dynamics	G	LEC	4	SO		
474	Advanced Quantum Mechanics	G	LEC	4	WE		
480	Spec Topics in Anal Chemistry	G	LEC	2	A		
482	Spec Topics in Biochemistry	G	LEC	2	SE		
484	Spec Topics in Inorganic Chemistry	G	LEC	2	SO		
486	Spec Topics in Organic Chemistry	G	LEC	2	WE		
488	Spec Topics in Physical Chemistry	G	LEC	2	AE		
490	Advanced Probability and Statistics	G	LEC	4	S		
494	Science Writing and Communication	G	LEC	4	W		
497	Research	G	LAB	Var	AWS		Consent
499	Independent Study	G	LEC	Var	OD		Consent
502	Candidacy Continuation	G	LEC	Var	OD		Consent

\*Course will be offered in alternating even or alternating odd years, or once every four years.

In the event that a course is cancelled or moved temporarily to a different quarter, the department will inform its current students as soon as the decision is made. Such temporary changes may also be posted on the web.

The key for the codes in Table 3.2 are given in Table 3.3:

**Table 3.3:** Codes for master course listing

Column	Code	Description
ACS	I	Introductory
	CS	Senior Capstone
	EL	Experiential Learning
	F	Foundations
	D	In-depth
	G	In-depth/graduate
	SI	Scientific Inquiry (Liberal Studies Program)
Type	LAB	Laboratory
	LEC	Lecture
Hrs	Var	Variable
Freq	A	Autumn quarters
	AE	Autumn quarters – even years
	AO	Autumn quarters – odd years
	AS	Autumn and spring quarters
	AW	Autumn and winter quarters
	AWS	Autumn, winter, and spring quarters
	OD	On demand
	S	Spring quarters
	SS1	Summer session I
	SS2	Summer session II
	SE	Spring quarters – even years
	SO	Spring quarters – odd years
	VAR	Variable, as needed
	W	Winter quarters
	WE	Winter quarters – even years
	WO	Winter quarters – odd years
WS	Winter and spring quarters	
Prerequisites	CPT	Chemistry Placement Test
	Calc	MAT 149 or MAT 152 or MAT 162 or MAT 172



### 3.6.4 – Bachelor of Science degrees

The Department of Chemistry and Biochemistry offers two Bachelor of Science degrees, one in Chemistry and one in Biochemistry. All of the B.S. and the B.A. degrees have a starting common point in that each of them requires a full year of general chemistry and a full year of organic chemistry. As such, the first two years for B.S. or B.A. chemistry and B.S. biochemistry majors look similar and they largely depend on your mathematics placement. Keep in mind that the Chemistry Placement Test also plays a role in determining the starting point for majors. All of the degrees programs also require a full year of physics and calculus as discussed in section 3.6.2 above.

Students must complete math and chemistry placement tests in order to enroll in chemistry courses. Enrollment in Chemistry 130 requires the student place into CHE 130 and place into MAT 131 or higher. Chemistry 120 requires the student place into MAT 130 or higher. CHE 120 and MAT 130 may be taken as co-requisite courses.

#### 3.6.4.1 – Chemistry B.S.

Shown below in **Table 3.4** is a sample four year plan for a B.S. Chemistry major. Students will be exposed to all of the major sub-disciplines of chemistry: analytical, biochemistry, organic, physical, and inorganic. The B.S. degree in chemistry requires a full year of physical chemistry in addition to general chemistry and organic chemistry sequences.

**Table 3.4:** Sample four year plan for a B.S. Chemistry major

Year	Autumn Quarter	Winter Quarter	Spring Quarter
1	CHE 130/131 or CHE 120/131 MAT (147/150/160/170) LSP 110 or LSP 111 WRD 103	CHE 132/133 or CHE 122/133 MAT (148/151/161/171) LSP domain WRD 104	CHE 134/135 MAT (149/152/162/172) LSP 112 LSP domain
2	CHE 230/231 PHY 170 CHE 204/205 LSP 200	CHE 232/233 PHY 171 LSP domain LSP domain	CHE 234/235 PHY 172 CHE 261 LSP domain
3	CHE 302/303 CHE elective LSP domain CHE 392 or 397	CHE 304/305 CHE 340/341 Open elective LSP domain	CHE 306/307 CHE elective CHE 320/321 LSP domain
4	LSP domain CHE elective LSP domain Open elective	Open elective CHE elective LSP domain Open elective	Open elective CHE 330 LSP domain Open elective

<sup>a</sup>Students that place into MAT 130 can take MAT 130 and CHE 120 as co-requisites. Students that place into MAT 131 or higher can take either CHE 120 or 130, depending on the Chemistry Placement Test score received.

The table above (**Table 3.4**) is one possible scenario for a B.S. Chemistry degree. If a student is not math ready and must take a math class before enrolling into MAT 130 or calculus, the student should consult with their academic advisor to lay out their four year plan. The Department of Chemistry and Biochemistry offers general chemistry, organic chemistry and biochemistry I as off sequence courses, giving students

flexibility with respect to their math placement and when they are able to start the general chemistry sequence.

### 3.6.4.2 – Biochemistry B.S

The major point of difference between the chemistry and biochemistry degrees within the first two years is that the biochemistry major requires a year of general biology in addition to general chemistry and organic chemistry, as outlined in **Table 3.5**. Student with a degree in biochemistry will complete a full year of biochemistry and will be exposed to all other sub-disciplines of chemistry including analytical, organic, physical and inorganic chemistry.

**Table 3.5:** Sample four year plan for a B.S. Biochemistry major

Year	Autumn Quarter	Winter Quarter	Spring Quarter
1	CHE 130/131 or CHE 120/131 BIO 191 LSP 110 or LSP 111 WRD 103	CHE 132/133 or CHE 122/133 BIO 192 LSP domain WRD 104	CHE 134/135 BIO 193 LSP 112 LSP domain
2	CHE 230/231 MAT (147/150/160/170) CHE 204/205 LSP 200	CHE 232/233 MAT (148/151/161/171) BIO 250 LSP domain	CHE 234/235 MAT (149/152/162/172) CHE 261 LSP domain
3	CHE 340/341 PHY (170 or 150) LSP domain LSP domain	CHE 342/343 PHY (171 or 151) LSP domain LSP domain	CHE 344 /345 PHY (172 or 152) CHE elective LSP domain
4	CHE 397 or 392 CHE elective LSP domain Open elective	CHE 308/309 CHE elective LSP domain Open elective	CHE 320/321 CHE 330 LSP domain Open elective

<sup>a</sup>Students that place into MAT 130 can take MAT 130 and CHE 120 as co-requisites. Students that place into MAT 131 or higher can take either CHE 120 or 130, depending on the Chemistry Placement Test score received.

The table above (**Table 3.4**) is one possible scenario for a B.S. Biochemistry degree. If a student is not math ready and must take a math class before enrolling into MAT 130 or calculus, the student should consult with their academic advisor to lay out their four year plan. The Department of Chemistry and Biochemistry offers general chemistry, organic chemistry and biochemistry I as off sequence courses, giving students flexibility with respect to their math placement and when they are able to start the general chemistry sequence.

### 3.6.5 – Bachelor of Arts degree

The Bachelor of Arts degree option allows students to combine a rigorous background in chemistry with a minor in a field of choice. If you are interested in sales, for example, you can pursue a B.A. in chemistry and a minor in marketing. As another example, you can combine a B.A. in chemistry with a minor in technical writing. The B.A. degree track requires students to complete both the introductory and foundation levels in the curriculum. You are free to select other upper-level chemistry courses to fill out your open electives, but you must make sure that all prerequisites are met. Unlike the B.S. options, the B.A. degree is not certified by the ACS.

**Table 3.6:** Bachelor of Arts sample four year plan

Year	Autumn Quarter	Winter Quarter	Spring Quarter
1	CHE 130/131 or CHE 120/131	CHE 132/133 or CHE 122/133	CHE 134/135
	MAT (147/150/160/170)	MAT (148/151/161/171)	MAT (149/152/162/172)
	LSP 110 or LSP 111	LSP domain	LSP 112
	WRD 103	WRD 104	LSP domain
2	CHE 230/231	CHE 232/233	CHE 234/235
	PHY 170	PHY 171	PHY 172
	CHE 204/205	LSP domain	CHE 261
	LSP 200	LSP domain	LSP domain
3	CHE 302/303	CHE 340/341	CHE 320/321
	Open elective	Open elective	Open elective
	LSP domain	Open elective	Open elective
	CHE 392 or 397	LSP domain	LSP domain
4	LSP domain	Open elective	CHE 330
	Open elective	Open elective	Open elective
	LSP domain	LSP domain	LSP domain
	Open elective	Open elective	Open elective

### 3.6.5.1 – B.A. Chemistry 3+ PharmD

The department offers a combined B.A. in Chemistry/Doctor of Pharmacy degree with Rosalind Franklin University of Medicine and Science (RFUMS). Coursework for the B.A. degree is taken at DePaul for the first 3 years, followed by courses for the PharmD at RFUMS.

Year	Autumn Quarter	Winter Quarter	Spring Quarter
1	CHE 130/131 or CHE 120/131	CHE 132/133 or CHE 122/133	CHE 134/135
	BIO 192	BIO 193	BIO 191
	LSP 110 or LSP 111	LSP domain	LSP 112
	WRD 103	WRD 104	LSP domain
2	CHE 230/231	CHE 232/233	CHE 234/235
	PHY 170	PHY 171	PHY 172
	CHE 204/205	LSP domain	CHE 261
	MAT (147/150/160/170)	MAT (148/151/161/171)	MAT (149/152/162/172)
3	LSP 200	LSP domain	LSP domain
	CHE 302/303 <sup>a</sup> or LSP domain	HLTH 301	CHE 320/321 <sup>a</sup> or LSP domain
	BIO 210	LSP domain	HLTH 302
	LSP domain	LSP domain	CHE 330
		LSP domain	
4 Year 1 at RFUMS	YPHP 500 Intro to Pharmacy Practice YPHS 501 Pharmaceutics I Pathophysiology I YPHS 504A Biochem YPHS 510 Fundamentals of Physiology I IPHS 500A Foundations for Interprofessional Practice YPHP 502 Introduction to Drug Information Resources YPHP 506 Pharmacy Skills Lab I Immunization YPHP 515A IPPE I (These count as JYEL)	YPHS 504B Biochem Pathophysiology II Pharmaceutical Calculations I YPHS 502 Pharmaceutics II YPHS 511 Fundamentals of Physiology II YPHP 504 Health Care Systems IPHS 500B Foundations for Interprofessional Practice (These count as PI) YPHP 507 Pharmacy Skills II YPHP 515B IPPE II (These count as JYEL)	Pharmaceutical Calculations II Fundamentals of Pharmacology YPHS 506 Medicinal Chemistry YPHP 510 Self-Care and non-prescription medications MMTD 510 Introduction to Bioethics and Health Law (These count as PI) YPHP 505 Research and Statistics YPHP 508 Pharmacy Skills III YPHP 517 IPPE III (These count as JYEL)

<sup>a</sup>Students may choose either CHE 302/303 or CHE 320/321

### 3.6.6 – Minor in Chemistry

A minor in chemistry may be obtained by taking the following courses:

- CHE 130/131 – General Chemistry I or CHE 140/141 – University Chemistry I
- CHE 132/133 – General Chemistry II or CHE 142/143 – University Chemistry II
- CHE 134/135 – General Chemistry III or CHE 144/145 – University Chemistry III
- CHE 204/205 – Analytical Chemistry
- CHE 230/231 – Organic Chemistry I
- CHE 232/233 – Organic Chemistry II
- Four credit hours from chemistry courses numbered between 250 and 399 (including laboratory when listed as a co-requisite of a lecture-based course)

If you intend to minor in chemistry, you will be assigned a faculty academic advisor who will help you with issues related to the courses above. To declare a minor in chemistry, please see section 3.2.2 above.

### 3.6.7 – Combined B.S. / M.S. program

The Department of Chemistry and Biochemistry offers a combined B.S. / M.S. degree in chemistry. Any combination of [B.S.](#) and [M.S.](#) options may be pursued; the combined option is not currently available for the Master of Science in Polymer and Coatings Science program. Note that a minimum of 48 quarter hours of graduate-level coursework beyond the undergraduate degree is required, although 12 quarter hours of graduate-level credit may be used to satisfy both degree requirements. Consultation with your academic advisor or the department's Director of Graduate Studies is strongly encouraged beginning no later than the third year in the undergraduate program to make sure the courses chosen will lead to the completion of both degrees in a timely manner. Strictly speaking, a bachelor's degree in chemistry with an undergraduate GPA of no less than 2.750 is required for acceptance into the M.S. program. For students considering this option, a small number of competitive [graduate assistantships](#) are available after matriculation into the graduate program. The combined degree application form is available under the [Student Resources](#) tab of the college web site. All applicants must meet with the [Graduate Student Services Administrator](#) in the Office for Advising and Student Services.

### 3.6.8 – Combined B.S. / Ch.E. program

Chemical engineering focuses on the truly applied side of the chemistry profession and is concerned with the design, development, and management of facilities that convert raw materials into useful products. Chemical engineers assume responsibility for the economical use of raw materials, preservation of the environment, and profitability of the operation. While the department itself does not offer a degree program in chemical engineering, it provides the core chemical and related field courses for students who wish to complete an engineering degree elsewhere.

One such option for DePaul students can be found in the combined chemical engineering option offered in conjunction with Illinois [Institute of Technology](#) (IIT). IIT is a well-known, local institution with a long-established chemical engineering program. The combined program can be completed in five years, with participants simultaneously earn a B.S. in chemistry from DePaul and a Chemical Engineering (Ch.E.) degree from IIT. Students in the combined program complete their B.S. requirements (standard track, see

section 3.6.4.4) at DePaul and then take twenty additional chemical engineering and related courses at IIT. Some components of the Liberal Studies Program are designed to be filled by courses taken at IIT. Students interested in this option must separately apply for admission at IIT and must indicate that they are interested in the [joint chemical engineering program](#). Because all tuition billing is handled through DePaul, students must simultaneously enroll at both institutions during the engineering phase of the program, using special courses that begin with the prefix ICE. Please consult the department's [chemical engineering advisor](#) for more details.

### 3.6.9 – Combined B.S. / M.Ed. five year program

A combined Bachelor of Science and Master of Education program was recently developed between several departments in the college and the School of Education. This program, also known as the [TEACH program](#), gives students the opportunity to earn a bachelor's degree in chemistry and a master's degree from the College of Education in as little as five years. The TEACH program synthesizes specific disciplinary content in chemistry with pedagogical and educational foundations. Completion of the graduate portion of this program will enable you to obtain a Type 09 teaching certificate from the State of Illinois. The certificate allows you to teach chemistry from grades 6 through 12. Student teaching is required in the last academic session of the program. The principal components of the TEACH program are listed in Table 3.10.

**Table 3.10:** Program requirements of the TEACH program

Year	Course	Title	Level
Junior	TCH320 <sup>1</sup>	Exploring Teaching in the Urban High School	I
Senior	TCH390 <sup>2</sup>	Integrating Educational and Disciplinary Foundations	II
	TCH401	Teaching as a Profession in Secondary Schools	I
	TCH414	The Nature of Science	
	TCH424	Inquiry and Application in Developing Secondary Pedagogy	I
Graduate	LSI446	Psychology and Education of the Exceptional Child	II
	SCG406	Human Development	
	TCH454	Research Methods and Disciplinary Inquiry	
	TCH464	Inquiry and Teaching of Middle Schools	II
	TCH474	Teaching in the High School I	II
	TCH484	Teaching in the High School II	II
	TCH495	Assessment Issues in Secondary Education	
	TCH590	Student Teaching	III
	TCH591	Student Teaching Seminar	

<sup>1</sup>. Satisfies Junior Year Experiential Learning component of the Liberal Studies Program

<sup>2</sup>. Satisfies Senior Capstone component of the Liberal Studies Program

The State of Illinois requires extensive and intensive field experience in schools and working with students and teachers. This is accomplished by completing courses that contain field hours at two levels. Level I experiences will give you the opportunity to make classroom observations and engage with small student groups. Level II experiences allow you to teach short lessons to small student groups or entire classrooms.

Level II also encourages students to work with their supervising teacher on preparing lessons and classroom delivery. Level III experiences correspond to student teaching. You will be assigned to an actual classroom, full time, for a period of at least ten weeks. At this level, you will progressively become more responsible for curriculum development and classroom instruction. Ideally, you will be in complete control of your assigned class by the halfway point of the Level III experience.

To be eligible for this program, you must be a declared chemistry major. In addition, you must have completed 88 quarter-hours (16 quarter-hours if you are a transfer student), your overall GPA must be 3.000 or greater, and you must take TCH 320 for Experiential Learning credit. The [following items](#) are required for a complete application:

- Completed graduate program [application](#)
- Application fee
- Official transcripts from all college/universities
- Resume
- Two [letters of recommendation](#) (one from a faculty member in Chemistry)
- Personal statement that indicates your reasons for wanting to enter the program and your professional goals

The application deadline is June 15<sup>th</sup> of your junior year.

You should begin talking about the TEACH program with your faculty academic advisor by the beginning of your junior year. The following faculty member represents all of the natural sciences:

Dr. Bernhard Beck-Winchatz  
[bbeckwin@depaul.edu](mailto:bbeckwin@depaul.edu)  
(773) 325-4545

You may also contact the College of Education for more information:

College of Education  
The Office of Graduate Admission  
DePaul University  
2247 North Halsted Street  
Chicago, IL 60614  
Voice: (773) 325-4405  
Fax: (773) 325-2270  
Web: <http://education.depaul.edu>  
E-mail: [edgradadmissions@depaul.edu](mailto:edgradadmissions@depaul.edu)

## 3.7 - Liberal Studies Program

### 3.7.1 – The Liberal Studies Program

The Liberal Studies Program is the one program that is common to every undergraduate degree program at DePaul. Its many pieces are meant to be taken over a four-year trajectory. Each component of the program shares the same four learning goals: reflectiveness, value consciousness and ethical reasoning, multicultural perspective, and creative and critical thinking. Detailed information about the Liberal Studies Program can be found at its [web site](#).

The spine of the Liberal Studies Program contains at least one element in each year of your residence at DePaul. For a chemistry major, the courses in the core are:

First year

- Discover Chicago (LSP 110) or Explore Chicago (LSP 111)
- Focal Point (LSP 112)
- Composition and Rhetoric I (WRD 103)
- Composition and Rhetoric II (WRD 104)

Second Year

- Seminar on Multiculturalism in the United States (LSP 200)

Third Year

- Experiential Learning (see section 3.7.2 below)

Fourth Year

- Capstone in the Physical Sciences (CHE 330)

Transfer students who bring in more than 30 quarter hours of credit are exempt from LSP 110/111 and LSP 112. In place of these courses, you would substitute two domain electives (see below) unless you have excess transfer credit in which case one or both of the electives would be waived. These decisions are made by the college office.

In addition to the core courses, you must also take courses in the following learning domains:

- Arts and Literature: 3 courses
- Philosophical Inquiry: 2 courses
- Religious Dimensions: 2 courses
- Social, Cultural, and Behavioral Inquiry: 3 courses
- Understanding the Past: 2 courses

These courses are meant to be taken over your tenure as an undergraduate at DePaul. There is no need to try to cram all learning domain courses into your first two years. In fact, it is often a good idea to spread



them out equally to fill in spots in your schedule when you start enrolling in upper-level courses in the major. When searching for learning domain options in [Campus Connection](#), make use of the Liberal Studies Program Requirement filter on the main class search page. Only those courses that are designated as a Liberal Studies Program requirement will count for Liberal Studies credit. For example, if you would like to take an art course to fulfill Arts and Literature credit, make sure the course is designated as an Arts and Literature course. In general, lower numbered courses in any area of study are likely to be courses that count for Liberal Studies credit. If you are in doubt about the Liberal Studies status of a course, please consult with your academic advisor.

### **3.7.2 Experiential Learning options in Chemistry**

Chemistry majors may satisfy their 4 credit-hour Experiential Learning (EL) requirement in the Liberal Studies Program by enrolling in any course in the university that has been approved for this purpose. The department offers three options that will satisfy EL requirements for chemistry majors: CHE 392 (Internship), CHE 397 (Research), or CHE 398 (Chemistry Thesis). General descriptions of these courses are found below.

As mentioned previously, 4 credit-hours of EL must be satisfied in order to meet the requirements for degree conferral. The EL courses offered by the department are designed to give you a degree of scheduling flexibility. All of the chemistry options may be taken in traditional 4 credit-hour fashion, or in 2 credit-hour segments spread over two academic sessions. The latter option is particularly useful in maximizing your tuition plan and accommodating the time demands of other courses you may be taking at the same time.

#### **3.7.2.1 CHE 392 - Internship**

Students participating in internship are required to work either part-time (2 credit-hour option) or full-time (4 credit-hour option) in a non-academic chemistry position, e.g., in a government agency, industrial firm, business, or non-profit organization. Students will be required to formally set up their internships through their employer in consultation with a chemistry faculty member who will serve as their on-campus internship advisor. The position must be proposed to and approved by the Chair of the Department. Prior to enrolling in CHE 392, a student must complete the department's [internship contract](#). Actual evaluation and assessment of student performance will be carried out by the faculty internship advisor.

Students are expected to spend between ten and forty hours per week at the internship site (depending upon part-time / full-time status) and will meet weekly with their faculty advisors to describe and discuss their experiences. Faculty advisors will communicate periodically with each student's internship supervisor to make sure that he or she is putting in the appropriate number of hours and performing at an acceptable level.

#### **3.7.2.2 CHE 397 – Research**

CHE 397 is a comprehensive lab experience designed to introduce students to research methods through open-ended, guided research projects in chemistry. Along the way, students are expected to achieve proficiency with using at least one major analytical instrument in the context of solving a problem defined

by the instructor. In order to fulfill JYEL requirements, students complete either a 20-week project (2 credit-hour option) or a 10 week one (4 credit-hour option). The content and length of the project is determined by the instructor and agreed to by the student through the department's [research contract](#) which must be submitted to the department prior to enrollment in the course. Students are assessed on the basis of their performance in the laboratory and the quality of a final report that is submitted at the end of the project. Students may be required to present the results of their work in the form of an oral presentation or a poster. In addition, a two page paper discussing scientific ethics shall be submitted at the same time as the final report.

### **3.7.2.3 CHE 398 – Chemistry Thesis**

This course requires faculty-guided experimental exploration of a research topic and both a written (thesis) and an oral (seminar and defense) presentation of results. This course is typically completed in two or three quarters, although it may be completed in one quarter at the discretion of the faculty mentor. As is the case for the department's other JYEL offerings, CHE 398 may be taken as a 2 credit-hour or a 4 credit-hour option. Students are expected to gain skills in laboratory techniques and procedures in pursuing answers to a research-based problem centered on laboratory- or field-based research.

Students are usually assessed on the basis of their performance or demonstration of the following: weekly progress reports, first draft of thesis, final thesis, thesis presentation, and thesis defense. A two page paper discussing scientific ethics shall be included in the submission of the thesis to the department is also required.

A completed [thesis contract](#) must be submitted to the department prior to enrolling in CHE 398.

### **3.7.3 – Modern Language Option**

The [Modern Language Option](#) is available to all B.A. students who wish to study a modern language beyond the level necessary to meet his or her program's language requirement and to B.S. students who wish to study a modern language at any level. Students selecting the option may substitute a three-course language sequence for two domain courses and one open elective. Students may use the Modern Language Option to reduce their requirements by one course among two of the following combinations of learning domains: Philosophical Inquiry or Religious Dimensions; Understanding the Past or Self, Society, and the Modern World; Arts and Literature or Scientific Inquiry (the Scientific Inquiry lab requirement cannot be substituted). Students majoring in one modern language may use the Modern Language Option for study of a second language at the intermediate level or above.

### **3.7.4 – The Honors Program**

The [Honors Program](#) is a challenging alternative to the Liberal Studies Program for well-prepared students. Because of its unique nature, the Honors Program should be started in the first year of study at DePaul. You can find more information about the Honors Program at its [web site](#). Alternatively, you can contact the Honors Program at (773) 325-7302 or via e-mail at [honorsprogram@depaul.edu](mailto:honorsprogram@depaul.edu). If you are interested in this program, you will need to submit an [application](#).

### 3.8 – Study Abroad Program

DePaul University offers study abroad opportunities to all its students, including chemistry majors at all levels of study, through the [Study Abroad Program](#). One major concern for chemistry majors who would like to partake in study abroad during a regular academic term (i.e., autumn, winter, or spring) is the potential inability to take year-long sequences in chemistry or its related fields. This often means that if you pursue study abroad, you may have to delay their completion of the major by one year unless an alternative is found. If you are considering participating in the Study Abroad Program will need to plan ahead and work with your academic advisor to explore suitable courses to take. For example, one chemistry student was allowed to study for the first course in the biochemistry sequence on his own while he spent an autumn quarter abroad. This student was allowed to take, and subsequently passed, a qualifying exam before he was allowed to take the next course in sequence. The student then earned credit for the first biochemistry course the following autumn. The department will work with you in your effort to study abroad by providing some flexibility without compromising the rigor and quality of your program in chemistry.

### 3.9 – Directives, Substitutions, and Waivers

Directives, substitutions, and waivers are actions that can be taken to alter graduation requirements within the major. These actions are used to account for exceptions in a student's undergraduate career and are made through the Degree Progress Report tool. Before a directive, substitution, or waiver is applied, it must be approved by the Department of Chemistry and Biochemistry's Exceptions Committee. The request must be submitted on the appropriate [application form](#).

#### 3.9.1 – Directives

A directive is an instruction on an academic record to use unused credit for an open requirement. They are often used to apply previously unarticulated credit for a transfer student to a program requirement. Directives can also be used to apply credit from an unused DePaul course to a program requirement.

#### 3.9.2 – Substitutions

A substitution is basically a swap of one DePaul course for a program requirement. In effect, it behaves like a directive between two DePaul courses.

#### 3.9.3 – Waivers

A waiver is a change that removes a program requirement. Waivers are rarely applied within a major program, but they can be applied in areas like the Liberal Studies Program in situations where excess credit is transferred to DePaul.

### 3.10 – Upper-level check in

At some point during your third year (after you are expected to surpass 112 accumulated credit hours), you may be contacted by either the department chair or your academic advisor and asked to come in to check your progress towards graduation. These check-in sessions are held for your benefit and are meant to head off any problems that may cause your graduation to be delayed. You should approach this meeting as a normal advising session, bringing with you any records and plans you might have.

## 4 – Graduate Students

The Master of Science (M.S.) in Chemistry program provides students with rigorous training and preparation for advanced work in the profession of chemistry, biochemistry, chemical biology and medicinal chemistry. The M.S. program is designed for students whose career goals will be furthered by graduate-level training in chemistry, those interested in teaching in a high school or community college, or those who intend to pursue health-related professional studies. The department also offers a Master of Science in Polymer and Coatings Science (MSPCS) for those students interested in that subfield of chemistry. Both programs serve well as a solid foundation for pursuing a Ph.D. degree at another institution of higher learning. Classes are taught at the Lincoln Park campus in the evening to accommodate student work schedules.

### 4.1 – Admission requirements

To be eligible for admission into the department's graduate programs in chemistry, you must hold a Bachelor of Science (or equivalent) from a regionally accredited institution and possess an overall undergraduate GPA of 2.750 or above. You must also demonstrate successful completion of the following general prerequisites:

- One year of calculus
- One year of general physics (with laboratory)
- One year of general chemistry
- One course in analytical chemistry, including quantitative or instrumental analysis
- One year of organic chemistry, including spectral analysis
- One course in upper-level inorganic chemistry
- One year of physical chemistry

Students educated outside of the United States must additionally present proof of English proficiency. The program requires a minimum TOEFL score of 96 on the TOEFL iBT, 243 on the computer-based test or 590 on the paper-based test. A minimum of 7.5 on the IELTS may be substituted for this requirement.

Students with a TOEFL score between 540 and 590 on the paper-based test who otherwise meet the general admission requirements listed above may be conditionally admitted into a joint program with the university's [English Language Academy](#) (ELA). Students have up to three terms to study English intensely and raise their TOEFL score to the threshold of 590, at which time work in the graduate program in chemistry can begin. For questions about this special program, please contact the Director of Graduate Studies.

The most recent information on requirements can be found on the department's [graduate admission process](#) page.

## 4.2 – Conditional admission

An applicant may be admitted conditionally to a program at the discretion of the Chemistry Graduate Committee for one or more of the following reasons:

- Undergraduate grade point average (GPA) is less than 2.75 but the student has shown considerable promise in other areas such as research.
- The applicant is missing one or two of the required courses but otherwise has met all of the criteria for admission; the applicant will be required to complete the missing coursework either at DePaul or comparable institution prior to taking graduate courses for which the missing course(s) is(are) prerequisite.

The Chemistry Graduate Committee will consider other circumstances not included in the above list (e.g., GPA in chemistry courses) on an individual basis.

## 4.3 – How to apply

To begin the process, you must submit an [online application](#). You must also submit the following materials:

- Official transcripts from all colleges and universities attended
- At least two letters of recommendation
- For international students, English proficiency test scores

Application credentials can be submitted through the online application or be email to [GradDePaul@depaul.edu](mailto:GradDePaul@depaul.edu). Official transcripts can be emailed to [GradDePaul@depaul.edu](mailto:GradDePaul@depaul.edu) directly by the issuing institution. Please make sure your name is on all submitted documents. If the above materials cannot be submitted electronically, they should be sent to the following address:

DePaul University  
Office of Graduate Admission  
College of Science and Health  
2400 N. Sheffield Avenue  
Chicago, IL 60614-2215

### 4.3.1 – Application deadlines

If you obtained your undergraduate degree in the United States, the completed application must be received *45 days (six weeks) before the start of the quarter* in which you propose to begin study.

If you are an international student, your completed application must be received according to the following deadlines:

- May 1 to begin study in autumn quarter
- September 1 to begin study in winter quarter
- December 1 to begin study in spring quarter

#### **4.4 – Transfer credit**

You may transfer up to 12 quarter-hours of coursework towards a graduate degree as long as the courses articulate with those in a graduate program. Credits applied toward any degree from another institution will not be transferred. Note that this is not an automatic process. You must first seek approval from the college through an application process before the transfer of credit can be considered.

#### **4.5 – General academic policies**

The following entries list some general policies that exist at the department, college, and university levels. The entries do not represent the full compendium of all policies at each of these levels. These selected synopses are provided here for your convenience as they cover topics that are most relevant to graduate students.

##### **4.5.1 – Course grade requirements**

A grade of D+ or D is unacceptable for graduate credit, and if earned in a required course, the course must be repeated or substituted as directed by the chair of the department. These grades remain on your academic record and are factored into the cumulative grade point average.

##### **4.5.2 – Academic probation**

You must maintain a minimum overall GPA of 2.750 to remain in and graduate from the program. If your GPA falls below 2.750, you will be placed on academic probation and given one academic quarter to raise the GPA to 2.750 or above.

##### **4.5.3 – Degree conferral**

You must apply for degree conferral by completing the online application in Campus Connect by the designated deadline date. Please note that the university does not email graduate students to inform them of the conferral application deadlines, which are October 1st (Autumn degree conferral), January 15th (Winter degree conferral), February 1st (Spring degree conferral), and July 15th (Summer degree conferral).

According to university policy, students are expected to complete graduate program degree requirements within a six-year period from the first registration date for a course in the program. During the times that you are not registered for degree-related courses, you must enroll in CHE 502, which is tuition-free, to be identified as an active/continuing student in the program.

If you think that you will not be able to complete your degree requirements within the six year period, the department may recommend to the dean, on receipt of your petition, in writing, an extension of time with or without additional courses, examinations, or other conditions. If you choose to take this option, then the Director of Graduate Studies must receive your written petition no later than three months before the six-year period ends.

#### 4.5.4 – Graduation with distinction

You may graduate with distinction upon completion of your program if you earn an overall GPA of 3.750 or above or upon the recommendation of your thesis defense committee, if applicable.

#### 4.5.5 – Enrolling in undergraduate courses

Graduate students are not permitted to enroll in undergraduate courses, except under the following conditions:

1. The undergraduate course has been specifically approved to apply as credit toward a specific graduate program track. In this case, enrollment requests must be processed manually. Contact the Director of Graduate Studies to enroll in such a course.
2. The undergraduate course can apply toward graduate credit in certain program tracks on a case-by-case basis. The Director of Graduate Studies must approve such a substitution.
3. The undergraduate course is a prerequisite or being taken for personal interest that will not apply towards the graduate degree. In this case, the student needs to enroll in such courses as an undergraduate, non-degree-seeking student. See the Admissions web site for more information on the [non-degree-seeking admission process](#). Self-enrollment in these types of courses can proceed once this academic career is established in Campus Connection.

#### 4.5.6 – Professional conduct, probation, and dismissal

All graduate students are expected to adhere to the Code of Student Responsibility as outlined in the [University Catalog](#). Any violation of the Code of Student Responsibility is considered serious and serves as grounds for probation or dismissal at the discretion of the Chemistry Graduate Committee.

### 4.6 – Program requirements

Each student must complete a total of 48 credit hours of graduate-level course work. The following graduate program options are available in the Department of Chemistry and Biochemistry:

- Chemistry (Thesis)
- Chemistry (Non-thesis)
  - Analytical/Physical Track
  - Biochemistry/Medicinal Track
  - Synthetic Track
  - Standard Track
- Polymer and Coatings Science (Thesis)
- Polymer and Coatings Science (Non-thesis)

The official requirements for the completion of each program option above are given in the [Chemistry](#) and [Polymer and Coatings Science](#) entries in the University Catalog. Table 4.1 below shows the courses that are required to complete each program option.

**Table 4.1:** Table view of the graduate curriculum

M.S.					MSPCS	
Common Core [28 cr total]					Common Core [16 cr total]	
CHE 494 <i>Any 6 of the following: [24 cr]</i> CHE 422 CHE 424 CHE 442 CHE 444 CHE 450 CHE 452 CHE 470 CHE 472					CHE 494 <i>All of the following: [12 cr]</i> CHE 422 CHE 450 CHE 452	
<i>Any 1 of the following: [4 cr]</i> CHE 480 CHE 482 CHE 484 CHE 486 CHE 488					<i>Any 1 of the following: [4 cr]</i> CHE 480 CHE 482 CHE 484 CHE 486 CHE 488	
Track [20 cr]					Track [32 cr total]	
Analytical / Physical	Biochem / Medicinal	Synthetic	Standard	Thesis	Non-thesis	Thesis
<i>3 courses from: [12]</i> CHE 310 CHE 318 CHE 474 CHE 476	<i>3 courses from: [12]</i> CHE 318 CHE 348 CHE 360 CHE 362 CHE 474 CHE 476	<i>3 courses from: [12]</i> CHE 320/CHE 321 CHE 326/CHE 327 CHE 360 CHE 378 CHE 430/CHE 431 CHE 434/CHE 435	<i>3 courses from: [12]</i> CHE 310 CHE 318 CHE 474 CHE 476	<i>2 courses at the 400-level [8 cr]</i>  CHE 497 [12 cr]  <i>Thesis</i>  <i>Defense</i>	<i>All of the following:</i> CHE 430/CHE 431 CHE 432 CHE 434/CHE 435 CHE 436 CHE 438 CHE 464 CHE 466	<i>20 cr from Non-thesis list of courses</i>  CHE 497 [12 cr]  <i>Thesis</i>  <i>Defense</i>
<i>2 courses at the 400-level excluding CHE 497 [8 cr]</i>	<i>2 courses at the 400-level Excluding CHE 497 [8 cr]</i>	<i>2 courses at the 400-level Excluding CHE 497 [8 cr]</i>	<i>2 courses at the 400-level excluding CHE 497 [8 cr]</i>			
48 total cr	48 total cr	48 total cr	48 total cr	48 total cr	48 total cr	48 total cr

#### 4.6.1 – Annual course scheduling meeting

On a yearly basis, all graduate students are required to meet with the Director of the Chemistry Graduate Program, Dr. Quinetta Shelby, to develop a course schedule for the first and second year of study in the desired M.S. track. Students should feel free to seek advice more often if there is a need to do so. Graduate students must be enrolled in 8 credit hours of courses each term to be considered a full-time student.

#### 4.7 – Combined B.S. / M.S. program

Information on the combined B.S. / M.S. program may be found in section 3.6.7 above.



#### 4.8 – Graduate assistantships

A small number of competitive graduate assistantships are available each year for full-time graduate students. Only students who have been admitted into the chemistry graduate program are eligible for graduate assistantships. These assistantships pay for up to 24 quarter-hours of coursework for the graduate degree per year as well as pay an annual stipend. Recipients of graduate assistantships are required to work twenty hours per week for the department during the autumn, winter, and spring quarters. Duties include serving as a course assistant in lecture, a teaching assistant in lab, grading, and tutoring undergraduates in chemistry. Any student interested in an assistantship must complete and submit an application to the Director of Graduate Studies **prior to June 1** to be considered. Recipient decisions are made no later than **July 1** for autumn of the following school year. Recipients must make satisfactory progress in both departmental work assignments and coursework to maintain graduate assistant status. Graduate assistantships may be renewed for one year after the first year of service. Please contact the Director of Graduate Studies if you are eligible and interested.

Application forms are available on the [department's resources page](#) of the CSH web site.

#### 4.9 – Director of Graduate Studies

Contact information for the director of graduate studies is found below:

**Until July 1, 2018:**

Quinetta Shelby, Ph.D.  
Associate Professor of Chemistry  
Director, Graduate Program in Chemistry  
DePaul University  
Department of Chemistry and Biochemistry  
1110 West Belden Avenue  
Chicago, IL 60614  
Phone: (773) 325-7402  
Fax: (773) 325-7421  
e-mail: qshelby@depaul.edu

**Starting July 1, 2018:**

Paul Vadola, Ph.D.  
Assistant Professor of Chemistry  
Director, Graduate Program in Chemistry  
DePaul University  
Department of Chemistry and Biochemistry  
1110 West Belden Avenue  
Chicago, IL 60614  
Phone: (773) 325-7358  
Fax: (773) 325-7421  
Email: pvadola@depaul.edu

## 5 – Advising Tools

### 5.1 – Course transfer list

The university maintains a [transfer course list](#) that can be used to see how courses transfer back and forth between DePaul and other institutions. You will be required to select a state, institution, and subject. Afterwards, you will be presented with a list of all of the courses in the subject selected that have been articulated to a course at DePaul. In addition, you will see information regarding each course's status with respect to the Liberal Studies Program.

### 5.2 – Transferology

The [Transferology](#) web site is another good source of information regarding course articulations between institutions of higher learning. The university contributes course articulation information to this organization and it is a good tool to use to scope out articulations between schools. You may need to set up a free account to use this service.

### 5.3 – Bluestar

The Bluestar application is DePaul's official advising resource system for faculty academic advisors and students. It combines all advising-related tools in one location. The tools include placement test reports, unofficial transcript, degree progress, holds, course planner, and a convenient note application. Faculty can also set up availability appointments and send e-mail through the Advising Center. To access the center, sign on to [Campus Connection](#), select **Self Service**, and then **Bluestar**.

## 6 – Other Advising Support

When you find yourself in situations that fall outside the realm of traditional academic advising, academic advisors in the department may refer you to other advising-related offices that may lend you, and your advisor, a helping hand. The following sections contain descriptions of what these offices do and how to contact them.

### 6.1 – Office for Academic Advising Support (OAAS)

The Office for Academic Advising Support (OAAS) empowers students to make academic choices that incorporate their individual interests, values, and skills. They provide holistic advising and major exploration services to undeclared and exploratory students, and they advise newly admitted transfer students as they transition to DePaul. Additionally, OAAS provides advising support services to the DePaul community and fosters university-wide collaborations with faculty and staff to enhance advising experiences for DePaul students. For additional information about OAAS and their services, please consult their [web site](#) or contact Dr. Caitlin Karver ([ckarver@depaul.edu](mailto:ckarver@depaul.edu)), the department's liaison to OAAS.

### 6.2 – Pre-Health Advising

Students who are interested in pursuing a career in health-related professional fields should consider contacting the Pre-Health Advising Committee (PAC). PAC is comprised of an interdisciplinary body of faculty and staff whose primary function is advising of students intending to pursue a career in a health

profession. PAC's services are available to all current and recently graduated DePaul students provided they have registered with PAC. The most recent information about PAC should be obtained directly from its [web site](#).

### 6.3 – Students with Disabilities

Students who feel they may need an accommodation based on the impact of a disability should contact the instructor privately to discuss their specific needs. All discussions will remain confidential.

To ensure that you receive the most appropriate reasonable accommodation based on your needs, contact the instructor as early as possible in the quarter (preferably within the first week of class), and make sure that you have contacted the [Center for Students with Disabilities](#) (Lincoln Park Student Center, room 370, 773-325-1677).

### 6.4 – Useful contacts

#### 6.4.1 - Departmental

##### **Until July 1, 2018:**

Dr. Lihua Jin  
Associate Professor and Chair  
McGowan South 314A  
Phone: 773-325-7371  
[ljin1@depaul.edu](mailto:ljin1@depaul.edu)

Dr. Quinetta Shelby  
Associate Professor and Director of Graduate Studies  
McGowan South 309A  
Phone: 773-325-7402  
[qshelby@depaul.edu](mailto:qshelby@depaul.edu)

##### **Starting July 1, 2018:**

Dr. Quinetta Shelby  
Associate Professor and Chair  
McGowan South 309A  
Phone: 773-325-7402  
[qshelby@depaul.edu](mailto:qshelby@depaul.edu)

Dr. Paul Vadola  
Assistant Professor of Chemistry and Director of Graduate Studies  
McGowan South 314D  
Phone: (773) 325-7358  
[pvadola@depaul.edu](mailto:pvadola@depaul.edu)

#### 6.4.2 – College

Mr. Michael Roberts  
Assistant Dean for Academic Services  
McGowan South 400  
Phone: 773-325-8699  
[mrobert7@depaul.edu](mailto:mrobert7@depaul.edu)

### 6.4.3 – For graduates

Ms. Paty Arreola-Lozano  
Graduate Student Services Administrator  
McGowan South 400  
Phone: 773-325-8489  
[parreola@depaul.edu](mailto:parreola@depaul.edu)

Ms. Susannah McFaul  
Intake Advisor, Office for International Students and Scholars  
Phone: 312-362-8376  
[smcfaul@depaul.edu](mailto:smcfaul@depaul.edu)

### 6.5 – Other contacts

- University Counseling Services (5-7779)
- Community Resource Specialist (5-4857)
- Sexual Violence Support Services (5-7295)
- Substance Abuse Prevention Specialist (5-4550)
- DePaul Health Services (773-549-7757)
- LGBTQA Student Services (5-7294)

## 7 – Activities and Events

The Department of Chemistry and Biochemistry regularly hosts a number of events, such as “Meet and Greet” (Autumn Quarter) and the Annual Awards and Research Symposium (Spring Quarter). It regularly bring in guest speakers for research seminars, and the Chemistry Club (a student run organization) holds regular events and activities, as well.

Please check your e-mail for announcements about our activities or events. Announcements are also posted on the digital monitor in the main office. The department also posts information through Facebook at [facebook.com/DePaulChemistry](https://facebook.com/DePaulChemistry) and has a Twitter feed that can be accessed through [@DePaulChemistry](https://twitter.com/DePaulChemistry).

## 8 – Logistics

### 8.1 – New faculty training

To quickly become competent in advising majors, new faculty members are encouraged to volunteer for summer advising as soon as they feel comfortable with doing so. Summer advising training provides an overall understanding of Liberal Studies Program requirements as well as the required courses for chemistry majors including allied field requirements. A thorough understanding of the chemistry curriculum can also be obtained by pairing a new faculty member with an experienced colleague in actual advising sessions and having new faculty complete mock four-year course plans for chemistry majors in various tracks. The department chair or the directors of the undergraduate and graduate programs serve as the ultimate backup to any curriculum-related questions new faculty may have.