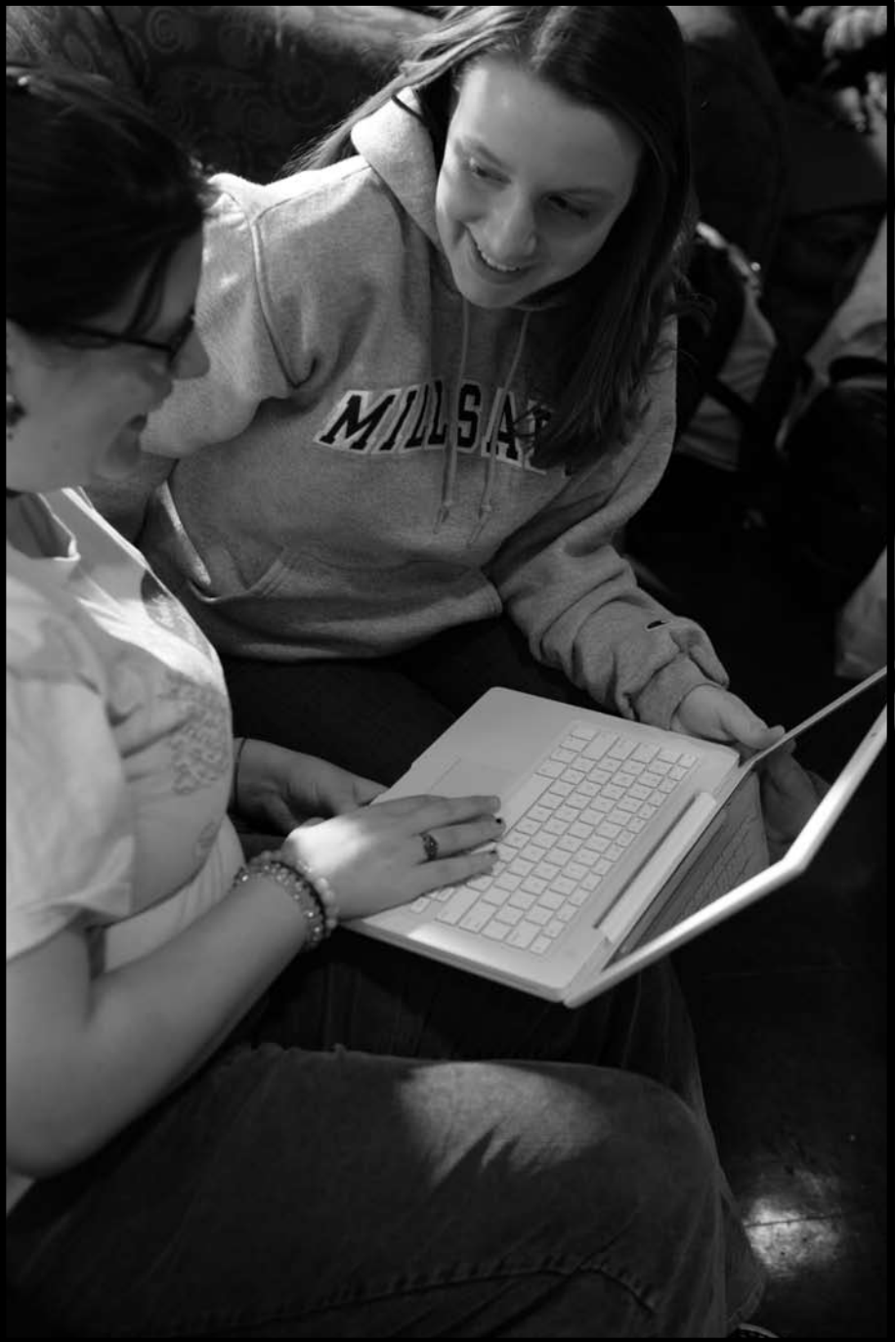


PROSPECTIVE STUDENTS



Information for Prospective Students

History of the College

Millsaps College was founded in 1890 by the Methodist Church as a “Christian college for young men.” The philanthropy of Major Reuben Webster Millsaps and other Methodist leaders in Mississippi enabled the College to open two years later on the outskirts of Jackson, the state capital, a town of some 9,000. The beginnings were modest: two buildings, 149 students (two-thirds of whom were enrolled in a preparatory school), five instructors, and an endowment of \$70,432. Fifty years later, the student body numbered 599, and the faculty had increased to 33. Women were admitted in the late 1800s and the graduation of Sing Ung Zung of Soochow, China, in 1908, began a tradition of the College’s influence outside the country.

By the time of its centennial celebration in 1990, enrollment at Millsaps had more than doubled, with approximately one-half of the students coming from out of state. The quality of the liberal arts program was nationally recognized with the award of a Phi Beta Kappa chapter in 1988. A graduate program in business administration, begun in 1979, received national accreditation along with the undergraduate business program in 1990.

Millsaps’ first president, William Belton Murrah, served until 1910. Other presidents were David Carlisle Hull (1910–12), Dr. Alexander Farrar Watkins (1912–23), Dr. David Martin Key (1923–38), Dr. Marion Lofton Smith (1938–52), Dr. Homer Ellis Finger Jr. (1952–64), Dr. Benjamin Barnes Graves (1965–70), Dr. Edward McDaniel Collins Jr. (1970–78), and Dr. George Marion Harmon (1978–2000). Dr. Frances Lucas was named president in 2000.

General Information

The close personal relationship among students, faculty, and the administration is one of the most vital parts of the Millsaps College experience. A liberal arts college designed to train students for responsible citizenship and well-balanced lives, Millsaps offers professional and preprofessional training coupled with cultural and disciplinary studies. Students are selected on the basis of their ability to think, desire to learn, moral character, and intellectual maturity. The primary consideration for admission is the ability to complete academic work satisfactory to the College and beneficial to the student.

Millsaps’ 1,200-member student body represents 33 states and territories and 18 countries. Students come from 25 religious denominations. All are urged to take advantage of the educational and cultural offerings of Mississippi’s capital city of Jackson.

Research facilities available to students include the Mississippi Department of Archives and History, the State Law Library, the Jackson/Hinds Library System, the Rowland Medical Library at the University of Mississippi Medical Center, and a number of other special libraries unique to the capital area. Together, they provide research facilities found nowhere else in Mississippi. Cultural advantages include the Mississippi Symphony Orchestra, New Stage Theatre, Mississippi Opera Association, and musical, dramatic, and sporting events held at Thalia Mara Hall and the Mississippi Coliseum.

Millsaps College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the degrees of bachelor of arts, bachelor of business administration, bachelor of science, master of accountancy, and master of business administration. Contact the Commission of Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Millsaps College. The College

is approved by the American Association of University Women and the University Senate of the United Methodist Church. The business programs offered by the Millsaps College Else School of Management are accredited by the Association to Advance Collegiate Schools of Business. The Department of Chemistry is accredited by the American Chemical Society, and the Department of Education is accredited by the National Council for the Accreditation of Teacher Education. Copies of any of these documents may be requested by writing the interim vice president and dean of academic affairs.

Millsaps-Wilson Library

The Millsaps-Wilson Library has a print collection of 225,000 volumes, with 336 print subscriptions, access to more than 19,000 electronic subscriptions and full-text titles, and a wide variety of electronic services, including both general and scholarly online databases. It provides seating for 300 in individual study carrels, tables, and study rooms, as well as browsing and lounge areas. The library is open 103 hours per week in the fall and spring, and a reference librarian is on duty 88 hours per week. There is a collection of audio-visual materials and facilities to view them. Special collections include the Eudora Welty collection, the Lehman Engel performing arts collection, the archives of the United Methodist Church in Mississippi, the Kellogg collection of children's books, the Paul Ramsey collection in applied ethics, the Harmon L. Smith collection in biomedical ethics, the King R. Johnson military history collection, the rare book room, and the Millsaps College archives. There are more than 40 computers for student use of library databases, email, and Internet access. Wireless access to the internet is also available for students with laptops. The library maintains agreements with libraries on the local and national level for sharing of resources through interlibrary lending. The library is a member of the SOLINET/OCLC network, the Associated Colleges of the South, Central Mississippi Library Council, and other organizations.

8

Computing Facilities

Millsaps College has developed outstanding computing resources for teaching, learning, and research. From PC labs and their dorm rooms on campus, students have access to the fiber optic based wired and/or wireless computer network, supported by enterprise-class servers and network equipment located in the Academic Complex. Millsaps provides all users with internet access, electronic mail, personal web pages, and personal network storage space.

Buildings and Grounds

The College occupies a beautiful 100-acre residential campus in the heart of Jackson, Mississippi, the state capital. Chief administrative offices are in the renovated James Boyd Campbell Administrative Center. Completed in 1994, the center includes Whitworth Hall and Sanders Hall. Murrah Hall, built in 1914, was renovated in 1981 to house the Else School of Management. Sullivan-Harrell Hall, built in 1928 and renovated in 1990, houses the departments of computer science, education, geology, mathematics, physics, political science, psychology, and sociology. The Olin Hall of Science, dedicated in 1988, houses the departments of biology and chemistry.

The Christian Center, completed in 1950, was built with gifts from Mississippi Methodists, alumni, and friends. It has a 1,000-seat auditorium, a small chapel, classrooms, and offices. In 1967, the stage was renovated into a theatre-style facility. The center received in 2008 improvements that included new dressing rooms and a 2,000-square foot addition.

The Gertrude C. Ford Academic Complex, completed in 1971, includes a 430-seat recital hall with a 41-rank Mohler organ and two Steinway concert grand pianos. The complex houses

the departments of music, art, and computer services, and the offices of records, business, and continuing education. It also contains skylighted art studios, a student computer terminal room, music practice rooms, a choral music room, and classrooms.

A cottage built in the 1940s to house faculty and their families is now Reuben's, a student eatery that is open in the afternoon and late at night, offering a variety of food and drink options on campus.

The Maurice H. Hall Activities Center (HAC) is home to Millsaps Athletics and the Department of Campus Recreation. The 63,330-square-foot building contains both competition and recreational space. The HAC contains a full array of fitness and weight training equipment, an aerobics room, racquetball and squash courts, an outdoor pool, and gyms for volleyball and basketball. There are team rooms and rehab facilities for men's and women's athletics. Other athletic facilities include tennis courts, and fields for football, baseball, softball, and soccer.

The A. Boyd Campbell College Center includes a student dining area, the Leggett Special Events area, a coffeehouse with outdoor dining, a bookstore, and the post office.

A pedestrian plaza links the Hall Activities Center, the Campbell College Center, and the Olin Hall of Science and provides a pleasant environment for relaxation, dining, socializing, and working. The plaza features permanent seating with network connections to create outdoor dining and study areas.

There are five coed residence halls, one men's residence hall, and one women's residence hall. All dorms are centrally cooled and heated. Three newly constructed residence halls will be in use for the first time in the fall 2009 semester.

The James Observatory is a historical landmark located on the northwest corner of the campus.

Located adjacent to Sullivan Harrell Hall, the Hauberg Garden was originally established in 1969 in honor of Fred Hauberg, tender of campus grounds from 1961-1969. The garden was restored by current grounds supervisor Danny Neely in 2005, after a gift to the college from Hauberg's grandson. The Hauberg Garden now features purple formosa, azaleas, gardenias, quince, dianthus and verbena, as well as a stone border around the sidewalk and a new bench.

The Nicholson Garden was created in honor of Ben and Berniece Nicholson, from a gift given by their three daughters, Jean Nicholson Medley ('67), Linda Nicholson Bartling ('70), and Nancy Nicholson ('73). Surrounding the famous "M-Bench" between the Christian Center and Murrah Hall, the garden features a wooden swing, benches and arbor, and includes a graybeard tree, ginger lilies, and forsythia.

The Mitchell Garden, located between the Chi Omega Sorority lodge and the Millsaps-Wilson Library, features stone paths winding through azalea bushes and rose beds, along with two light posts and a fountain. Ann Mitchell Bartling ('73) and Jane Mitchell Leech ('72), both Chi Omegas at Millsaps, donated the funds to create the garden in memory of their parents, Pete and Mary Annis Mitchell.

The Joe Lee Gibson Garden is named after a man beloved to several generations of Millsaps students, faculty and staff. Known for his permanent smile, inspirational spirit and tireless work ethic, Joe Lee Gibson was hired in 1936 at the age of 17 and worked for the physical plant department for nearly 70 years until his retirement in October, 2006. Gibson, better known simply as "Mr. Joe," passed away in June, 2007. The garden built in his memory is located just north of New South Hall, beneath the Fortenberry Window.

Undergraduate Admissions

Millsaps College accepts, without regard to race, color, religion, sex, creed, sexual orientation, or national origin, qualified students who will benefit from its academic program.

First-Time Freshman Admission

Students applying for admission as first-time freshmen should have participated in a strong high school college preparatory curriculum. Applicants' records should show progress toward high school graduation, with at least 14 units of English, mathematics, social studies, natural sciences, and/or foreign languages. Four units of English should be included. ACT or SAT scores are required for admission review. Students who have not prepared for college may submit results of the General Educational Development (GED) Tests, along with a transcript of any high school work completed.

For a student who enrolls before completing high school, a high school transcript indicating that the student has excelled in high school, ACT or SAT scores, and strong letters of recommendation are required. An interview with the dean of admissions may also be required.

Freshman applicants may choose from two decision plans:

Early Action

Early Action is the most popular application option at Millsaps. It is for any student wishing to submit complete application credentials and learn of admission and scholarships early, without making an immediate commitment to enroll. Early Action admission is required to be considered for the top scholarships. The Early Action Plan does not require that Millsaps be a student's first-choice college. The deadline for submitting Early Action applications is January 11, and admissions decisions will be mailed by January 22. Students applying under the Early Action Plan are not required to make a commitment to enroll before May 1, but are encouraged to notify the College as soon as a final decision has been made.

Regular Decision

Students applying under the Regular Decision Plan are considered on a rolling basis. Students are not expected to make a commitment to enroll before May 1, but should notify the College as soon as a final decision has been made. Any first-time freshman applications received after March 5 will be considered on a space-available basis.

Home-Schooled Applicants

Students who have been home-schooled must follow the same procedures for admission as any other first-time freshman or transfer applicant.

Application Procedures

All applicants to Millsaps College must submit the following credentials:

1. A completed application for admission (the Common Application or Millsaps Application), including the required essay, teacher evaluation, and the secondary school report. Millsaps accepts the online or paper version of either application for both admission and scholarship consideration. No application fee is required.
2. Official copy of high school transcript and/or GED.
3. Standardized test scores, either ACT or SAT. Scores appearing on the official high school transcript will be accepted.
4. Official copy of all college transcripts if applicable. Transcripts issued to the student are not accepted as official.

Transfer Admissions

Transfer applicants to Millsaps are encouraged to apply for admission by the July 1 priority deadline. A transfer student is anyone entering Millsaps as a student from another institution of higher learning. The following policies apply to transfer applicants:

1. Earned hour credit is normally allowed for work taken at other accredited institutions. Some courses not regarded as consistent with a liberal arts curriculum may not be credited toward a degree.
2. After earning 64 semester hours at a junior or senior college, a student may not take additional work at a community college and have it apply toward a degree from Millsaps.
3. If necessary, a final high school transcript and official ACT or SAT scores may be requested as part of the application credentials for any transfer student.
4. A student must complete the work necessary to fulfill requirements for a major at Millsaps.
5. Credits earned at another institution will be recorded on a nongraded basis. Transfer credit is given only for courses in which the student earned a C or higher. An overall grade point index of 2.0 is required for graduation.
6. In the case of a student transferring to Millsaps with partial fulfillment of a Core requirement, the Coordinator of Records in consultation with the appropriate faculty committee may approve courses to substitute for the remainder of the requirement. Students should consult with the Office of Records for College policy on courses that will substitute.
7. Transcripts submitted electronically via an accepted electronic transfer process will be recognized by Millsaps as official transcripts.

Transfer student applications received after July 1 will be considered on a space available basis.

Nontraditional or Adult Admission

Nontraditional (adult) students admitted to the College as degree candidates may be part-time or full-time students. Nontraditional students follow the same admissions process as traditional undergraduates.

Part-Time Admission

A part-time student is one enrolled in a degree program but taking fewer than 12 hours. Requirements for admission and policies pertaining to part-time students are the same as those for full-time students.

Nondegree Student Admission

A nondegree student is one who is taking a course or courses but who is not enrolled in a degree program. Applicants should submit the Nondegree Student Application Form along with the application fee to Continuing Education. Transcripts of all academic work attempted must be provided to Continuing Education within two weeks of enrollment. The following policies apply to nondegree students:

1. Nondegree students are expected to be 21 years of age and must present evidence of good character and maturity. Age requirements may be waived.
2. Nondegree students may enroll in courses without regard to graduation requirements but must meet prerequisites for courses chosen.
3. Nondegree students wishing to apply for a degree program must reapply, provide full credentials, and meet admission requirements for degree students.

International Student Admission

Millsaps College welcomes students from all over the world and will evaluate applicants based on the educational system from which they come. International students should submit their admission credentials well in advance of the semester in which they expect to enroll to allow time for official documents to be received through international mail systems. Required documents for international applicants include the following:

1. Completed application for admission (the Common Application including the required essay, teacher evaluation, and the secondary school report.)
2. Official or certified true copies of transcripts from each secondary and postsecondary school attended. These should include a record of subjects taken and marks earned for each year of study. Documents must have the official signature and seal of a school official. A certified English translation must accompany all documents not in English. For placement purposes, course descriptions may be requested from international transfer students.
3. Official or certified true copies of all national, public, or qualifying examinations that have been completed.
4. Two letters of recommendation.
5. TOEFL or IELTS results for nonnative English speakers. Students may submit SAT or ACT scores in lieu of TOEFL/ IELTS.
6. Statement of financial resources.

Leave of Absence

Students may petition for a leave of absence for a future semester. A leave of absence cannot be granted in a semester in which any classes have been attended. Before requesting a leave of absence from the College, students must meet with the director of academic support services (undergraduate) or the assistant dean of the Else School of Management (M.B.A. or M.Acc.) to determine if a leave of absence is appropriate in their situation. A leave of absence allows students to sit out for a semester. A leave of absence maintains a student's eligibility to retain academic scholarships; however, students must reapply for need-based aid. Leaves of absence are granted for one semester, although in unusual circumstances a petition may be filed for an extension.

Readmission

Students who leave the College for one semester or longer may apply for readmission by completing the appropriate application and presenting transcripts for all academic work attempted while away from the College. Students on approved leaves of absence are not required to apply for readmission. Students who are absent from Millsaps six years or more will ordinarily be required to satisfy the degree and core requirements in effect the catalog year they return to Millsaps. Please consult the Records Office concerning questions about core and degree requirements, and the appropriate department about major requirements.

Advanced Placement, International Baccalaureate, and Credit by Examination

Students entering Millsaps College may earn a waiver of certain requirements or college credit as a result of their performance on specific examinations. The amount of waiver or credit is limited to two courses in any discipline and 28 hours total. International students may also be eligible for advanced placement, depending upon the educational system completed (for example: IB, A-levels, Abiture, etc.).

Scores on the appropriate Advanced Placement or International Baccalaureate examinations, CLEP subject matter examination, or CEEB achievement tests should be sent to the Office of Records for evaluation. An administrative fee will be assessed for each course so recorded. (See the section on special fees.)

A score of 4 or 5 is ordinarily required on an AP exam and a score of 5, 6, or 7 on a higher-level IB exam is required to receive academic credit. For information concerning scores necessary to attain credit for any AP examination, or for other exams such as IB or CLEP, students should consult with the coordinator of records or senior vice president and dean of the College. International students should contact the Office of International Initiatives with any questions about their advanced placement eligibility.

Additionally, nontraditional students may develop and submit appropriate portfolios for consideration for nongraded academic credit. Detailed information is available in the Office of Continuing Education. Students should consult with the director of academic support services.

Orientation and Advisement

Welcome Weekend and the New Student Seminar (Foundations) are Millsaps programs designed to ease the transition to college life. Welcome Weekend occurs three days before classes start. It begins with move-in and concludes with class registration. Welcome Weekend is filled with educational and social activities that prepare the new Millsaps student for life on campus.

The New Student Seminar (Foundations) is a course for new students that explores the issues facing college students. This course, led by faculty, staff, and upper-class students, provides the new student a forum for discussion of key issues and concerns. This course is a requirement for graduation.

Counseling Services

Because counseling is a wonderful opportunity for personal growth, such guidance is offered through Counseling Services. The counselor can assist students in improving academic performance by helping them improve study skills techniques such as time management, note taking, problem-solving, and test-taking. Help is also available for students wishing to engage in self-exploration and goal-setting; to discuss relationships, stress reduction, or other personal concerns; and to obtain information on other community resources. Referrals to professionals or treatment programs off campus will be made when appropriate.

Career Center

The Career Center offers a variety of services and programs for students and alumni in academic and career development. These services assist students in achieving their academic goals, meeting the expectations set forth by the College, and planning for life after graduation. Services include advice and resources for majors and careers, internships, graduate schools, student employment, and full-time job searches.

Students who are undecided regarding their major or academic path can attend the annual Meet Your Major Fair. This event provides new students the opportunity to meet with faculty from all the academic departments on campus. Career testing and individual appointments are also available with the Career Center staff. Other options include a computerized career-planning program for students seeking a more comprehensive search that matches their interests, talents, and values with occupational fields.

The internship program is an excellent opportunity for students to explore a field of interest while gaining valuable professional experience. Student interns can enroll in a credit/no credit internship course through the Career Center. They may participate in an internship as early as the second semester of their freshman year and any subsequent fall, spring, or summer semesters. The Career Center offers a wide variety of internships locally, nationally, and

globally in education, the arts, government, health care, nonprofit organizations, business, industry, and finance. New internship positions may also be developed with the assistance of the Career Center staff. Opportunities are posted online through a free service for enrolled students.

Another service offered is student employment. The Career Center works in conjunction with the Office of Financial Aid and Payroll to execute a student employment program that includes a job network both on and off campus. Programs are held throughout the year to help students understand the application process and to present available opportunities. The program does not guarantee placement but serves as a centralized location for students seeking part-time work.

Graduate and professional school counseling is also available. The Career Center offers guides, references, and resources on this topic. Each fall semester, the Career Center hosts a fair for graduate and professional schools visiting the Millsaps campus for recruitment. For those students needing assistance with graduate exams such as the GRE, LSAT, MCAT and GMAT, preparation resources are available as well.

For full-time employment, positions are listed with an online registration system that is free to students and alumni. The Career Center also offers résumé referrals, on-campus recruitment, and employer information sessions. Other resources include job search links, alumni network receptions, mock interviews, and career coaching for those who are active in their job search. In addition, the annual networking fairs provide valuable information and contacts.

Resident Living

14

Student housing is an important service rendered by any college. Consequently, Millsaps places emphasis on the learning process that takes place within the residence halls. The Residence Life program is administered by a team of professionals including the Vice-President and Dean of Student Life, the Director of Residence Life, the Director of Housing Operations, Residence Hall Directors, and Resident Assistants.

Housing assignments for new students are made by the Residence Life staff in late June and are determined by several factors, including roommate preference and items marked and information provided on the housing preference sheet. For the best housing and roommate matching possible, it is imperative that only the student fill out the housing form and that completed applications be submitted early in the Admissions process.

Millsaps is a residential college based upon the belief that significant amount of learning and growth takes place outside of the classroom. As such, a residency requirement has been established. All students classified, by credit units, as freshmen or sophomores are required to live in College residence halls. Exceptions to this policy may be granted if the student is married or lives with his or her immediate family in the Jackson vicinity. Freshmen are not allowed to live in a fraternity house during the academic year. Sophomores who have a desire to reside in a fraternity house must receive approval from the Residence Life staff before they may occupy a room.

Residence hall rooms, with the exception of Charles, Susanna, and John Halls, are designed to house two individuals each, and single rooms, when available, are limited. Therefore, students should plan accordingly. Those students wishing to room together must make their request known on their housing applications. Individuals without roommates will be paired up based on the information provided on their housing preference sheet. Assignments for upper-class students are made in the spring. The process is arranged through Residence Life, and students' classifications and GPAs factor into the rankings and selection procedures. Students can con-

tact their Resident Assistant or the Office of Residence Life for more information. Room rent cannot be refunded after the semester begins.

Current students who have become academically ineligible before the beginning of the fall semester, if readmitted, will be put on a waiting list for room assignments.

Residence halls will be closed for Thanksgiving break, winter break, and spring break. Dates and times of hall closings and openings are listed on the housing contract and academic calendar and will be posted by the Residence Life staff. Students may also obtain this information by calling the Division of Student Life at 601-974-1200.

Wesson Health Services

Millsaps College offers a comprehensive health care program for its students. This program is administered through the College nurse, who works with school physicians to provide health and emergency care for students. The school physicians hold clinic on campus during the week. Students should contact the College nurse (601-974-1207) for appointments and for more information regarding the various services provided.

Student Records

The Family Educational Rights and Privacy Act of 1974 guarantees Millsaps students the right to review, inspect, and challenge the accuracy of information kept in a cumulative file by the institution. It also ensures that records cannot be released without the written consent of the student. There are the following exceptions:

1. Records may be released to school officials, faculty, and faculty advisers who have a legitimate educational interest.
2. Records may be released when the information is classified as “directory information.” The following categories of information have been designated by Millsaps College as directory information: name, email address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, photograph, dates of attendance, degrees and awards received, the most recent previous educational institution attended by the student, and information needed for honors and awards. Students who do not wish such information released without their consent should notify the Office of Records and the Office of Communications in writing prior to the end of the first day of classes.
3. Violations of drug and alcohol policies may be disclosed to parents of students who are under the age of 21.
4. Disciplinary proceedings of violent crimes or nonforcible sex offenses may be disclosed to the victims of the crime regardless of the outcome of the proceedings. They may also be disclosed if the accused was found to have violated the College’s rules or policies.
5. Records may be released to a court if a parent or student has initiated legal action against the College or if the College has begun a legal action against a parent of a student.
6. Records may be released to the Mississippi Office of Student Financial Aid if a student’s legal residence is in the state.

If students would like their parents to have access to their records, they must give written consent in the Office of Records. This consent must be renewed at the beginning of each academic year.