

Procedures for Majoring in Journalism and Mass Communications (JMC)

08/24/11

To Become a **JMC Premajor**

1. Read the JMC department's Acknowledgment Letter available from the JMC department office and sign the form on the reverse side of the Letter.
2. Deliver the signed Acknowledgment Letter to the JMC office in Candelaria 1265, and fill out a Change of Major/Minor form at the JMC office.

To Become a **Major in JMC**

1. Complete ENG 122 and JMC 100 with grades of "C" or better in both. A grade of C-minus does not count.
2. Complete 30 semester hours of undergraduate credit. Hours accepted in transfer from another college or university can count toward these 30 hours, as can JMC 100's three credit hours.
3. After receiving a C's or better in JMC 100 and ENG 122, and completing 30 hours, complete the Application for Admission to the Major in Journalism and Mass Communications form on the second page of this application and submit it to the JMC office between October 1 and October 15 or February 1 and February 15.

Note: Transfer students only must submit, along with their Applications, transcripts of all work completed at colleges and universities other than UNC. If an official UNC Transfer Evaluation has been processed for you, check with the JMC department to see if a copy of that Transfer Evaluation is on file - if it is in JMC files and shows all work you wish to use to apply to the JMC major, then you need not submit any transcripts.

4. Deliver the Application and, if applicable, transcripts, to:
The Department of Journalism and Mass Communications
Candelaria Hall, Room 1265

The Application and transcript must be in to the JMC department by
October 15 for Fall admission, or
February 15 for Spring Admission

NOTE: JMC does not consider applications during summer.

Important Rules that Premajors and Majors Must Follow

1. JMC classes fill up with students early during preregistration. It is important that students follow the PIN number/advising procedure below to avoid being closed out of classes! Each semester, premajors must see a premajor advisor to get a PIN number to register for courses. PIN numbers change every semester to make sure all students have contact with their advisors every semester they register. A month before their preregistration date, students are to find out from the JMC office when their advisors hold scheduled office hours and arrange for advising during those hours. Students are to speak directly with their advisors two weeks before their preregistration date to arrange advising meetings if they cannot meet with their advisors during scheduled office hours. Even students thinking they may not be attending UNC the next semester, for any reason (including financial aid denial or academic suspension), should seek advising in case circumstances change. The office staff does not make appointments for meetings between students and faculty - the faculty member is to be contacted directly by the student. Office staff is not to be asked for PIN numbers. Department chair is not to be asked for PIN numbers by students who are not the chair's advisees.
2. The JMC major is a two-year program after the semester of admission to the major. It may take four semesters after admission to the major to complete the JMC major requirements.
3. JMC majors must complete 80 semester hours of credit outside JMC in order to graduate. To graduate with no more than 120 hours, premajors should not take any JMC courses other than JMC 100, JMC 210, and JMC 390. Of those 80 hours, 65 must be in liberal arts courses - get details from the JMC office. Business, nursing, performing arts, and many other courses DO NOT qualify as liberal arts courses.
4. Premajors cannot declare any minor until they have been admitted to the JMC major. JMC majors may not declare the Media Studies minor.
5. Transfer students bringing in more than 12 hours of courses in journalism, mass communications, media studies, public relations, or advertising will need more than 120 hours to graduate from UNC with a JMC major. Get details from the JMC department.
6. If the number of qualified applicants exceeds space available in the major, JMC will admit only those students ranking highest in cumulative grade-point-averages. Students who are denied admission may reapply the next semester, but have no priority over any other students applying that later semester.

Application for Admission to the Major in Journalism and Mass Communications

1. If the number of qualified applicants exceeds space available in the major, JMC will admit only those students ranking highest in cumulative grade-point-averages. Students who are denied admission may reapply the next semester, but have no priority over any other students applying that later semester.
2. Students may apply to only one JMC emphasis per semester. Changing from one JMC emphasis to another may be prohibited, as may double-emphasis enrollment.
3. It is important to follow the PIN number/advising procedure below to avoid being closed out of classes! Each semester, majors must see their advisor to get PIN numbers to register for courses. PIN numbers change every semester to make sure all students have contact with their advisors every semester before they register. A month before their preregistration date, students are to find out from the JMC office when their advisors hold office hours and arrange for advising during those hours. Students are to contact their advisors two weeks before their preregistration date to arrange advising meetings if they cannot meet with their advisors during scheduled office hours. Even students thinking they may not be attending UNC the next semester, for any reason (including financial aid denial or academic suspension), should get advised in case circumstances change. The office staff does not make appointments for meetings between students and faculty - faculty are to be contacted directly by the student. Do not ask office staff for PIN numbers. The department chair is not to be asked for PIN numbers by students who are not the chair's advisees.
4. The JMC major is a two-year program after the semester of admission to the major. It may take four semesters after admission to the major to complete the JMC major requirements. In any course required for the JMC major, a grade of C or better is required for it to count toward the major.
5. JMC majors must complete 80 semester hours of credit outside JMC in order to graduate. Of those 80 hours, 65 must be in liberal arts courses - get details from the JMC office. Business, nursing, performing arts, and many other courses DO NOT qualify as liberal arts courses.
6. JMC majors must have a minor. This minor cannot be Media Studies.
7. Transfer students bringing in more than 12 hours of courses in journalism, mass communications, media studies, public relations, or advertising will need more than 120 hours to graduate from UNC with a JMC major. Get details from the JMC department.

Date _____ Name _____

Bear Number _____

Address at which JMC should notify you of acceptance/rejection as a major: _____

	number	street	apt. #	city	state	zip
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Your current status: _____ Emphasis to which you are applying: (check only one)

<input type="checkbox"/> JMC premajor	<input type="checkbox"/> Journalism: News-Editorial
<input type="checkbox"/> Undeclared major	<input type="checkbox"/> Journalism: Public Relations & Advertising Media
<input type="checkbox"/> Other (specify: _____)	<input type="checkbox"/> Journalism: Telecommunications

Total semester hours of undergraduate credit completed: _____ Letter grade earned in ENG 122: _____

Current cumulative grade-point-average for UNC work: _____ Letter grade earned in JMC 100: _____

For Transfer Students Only:

Cumulative grade-point-average in all non-UNC work: _____

I am attaching transcripts of all non-UNC work with this application Yes No

I have checked with the JMC office and made sure my Transfer Evaluation is on file there Yes No

I understand if I transfer in more than 12 hours in JMC-type courses, I will need more than 120 hours to graduate from UNC with a JMC major. Yes No

For JMC use only, below:

Approval recommended by	Signature of JMC
JMC Admissions Committee? <input type="checkbox"/> Yes <input type="checkbox"/> No	Admissions Committee Chair _____