Institutional Mission

South University is a private academic institution dedicated to providing educational opportunities for the intellectual, social, and professional development of a diverse student population.

To achieve this purpose, the institution offers focused and balanced curricula at the associate’s, bachelor’s, master’s and doctoral levels.

A broad based core curriculum is offered, promoting critical thinking, effective verbal and written communication, and skills for lifelong learning. Additionally, the University focuses on developing the requisites to pursue and appreciate knowledge. South University’s approach to higher education and the resulting varied academic experiences provide students with the intellectual acumen and pragmatic approach necessary to create the foundation for personal and professional fulfillment. South University attempts to provide a comprehensive education that instills within its students a philosophy that values not only learning and professionalism but also contribution and commitment to the advancement of community.

Believing that qualified individuals should have the privilege of formal academic training, South University welcomes those who seek educational challenges. To this end, the University provides a learning environment, both on campus and online, that helps students identify goals and the means to achieve them. With this philosophy in mind, students learn by interacting with a community of faculty, staff and administration dedicated to South University’s academic purpose.

Degree Programs

South University offers degree programs that are designed to meet the needs and objectives of its students. The primary goal of each curriculum is to combine didactic and practical educational experiences that will provide students with the academic background needed to pursue the profession of their choice.

Some programs are not available at all five campuses.

Doctoral Degrees
Pharmacy

Master’s Degrees
Anesthesia Sciences
Business Administration
Business Administration/Healthcare Administration
Business Administration/Human Resource Management
Criminal Justice
Information Systems and Technology
Nursing
Physician Assistant Studies
Professional Counseling

Bachelor’s Degrees
Business Administration
Criminal Justice
Graphic Design
Health Science
Healthcare Management
Information Technology
Legal Studies
Liberal Arts
Nursing
Nursing Completion Program (RN to BSN)
Psychology

Associate’s Degrees
Accounting
Business Administration
Graphic Design
Information Technology
Medical Assisting
Paralegal Studies
Physical Therapist Assisting*

* Requires prerequisites to be considered for admission
Alternative formats of this publication are available upon request. This catalog is also available online at www.southuniversity.edu. For more information contact the Dean of Student Affairs.

South University is an equal opportunity university open to any qualified individual without regard to race, gender, color, religion, sexual orientation, gender identity, age, national origin, disability, medical condition, marital status, veteran status or any other basis protected by law. Pursuant to all applicable state, local or federal anti-discrimination laws and regulations, South University does not discriminate against any of the protected categories of individuals in the administration of its policies, programs or activities. This non-discriminatory policy includes admission policies, scholarship and loan programs, employment practices, and all other university administered programs.

This catalog is an information and reference guide for students covering the policies, facilities, academic programs, course offerings, services, and faculty of South University. This catalog becomes effective at the opening of the summer quarter 2008, and students are subject to the rules and regulations of the current catalog regardless of their original quarter of enrollment.

While the provisions of this catalog will ordinarily be applied as stated, the University reserves the right to change any of the contents of this catalog, including but not limited to academic requirements for graduation, without actual notice to individual students. Every effort will be made to keep students advised of any such changes.

Information on changes will be available in the Office of the Registrar. It is especially important that students note that it is their responsibility to keep themselves apprised of current graduation requirements for their particular programs.

Additional specific information and policies related to the Physical Therapist Assistant, Nursing, Physician Assistant Studies, Anesthesiology Science and Doctor of Pharmacy programs not included in this catalog can be found in the handbooks for those programs.

All academic information in this catalog applies to the Columbia, Montgomery, Richmond, Savannah, Tampa, and West Palm Beach campuses unless stated otherwise. A listing of programs offered at the new Richmond campus will be added when approved.

Academic programs, course offerings, and scheduling are subject to change at the discretion of the institution. Specific information and policies related to the Pharmacy, Physician Assistant, Anesthesiologist Assistant, Nursing, and Physical Therapist Assisting programs can be found in the manuals for those programs and supersede the general information published in the University catalog.
**South University** traces its history and heritage to 1899 when Dr. John Draughon established Draughons Practical Business College in Savannah, Georgia. From 1899 through 1974, the institution grew and moved to four different addresses in historic Savannah. The school was originally located in the Masonic Lodge that stood on the northeast corner of Liberty Street and Whitaker Street. The college moved to the Georgia State Savings Building in 1914, then moved to the Lamas Building in 1921 and remained at that location until 1956. Between 1956 and 1974, the institution resided in the Atlantic Mutual Building before returning to its original neighborhood on the west side of downtown Savannah.

In 1974, the college began the evolution that resulted in South University. A multi-campus college system was established that served Savannah, Georgia, and West Palm Beach, Florida. The pattern of expansion and improvement would continue for the next three decades. In 1986, the institution changed its name to South College to reflect the progression from a school addressing the needs of students in the 20th century to a college preparing for the 21st century. For the next decade, South College pursued a commitment to excellence in education and expanded its programs to serve the needs of students in both the Savannah and West Palm Beach communities.

In 1996, South College experienced the first stage of the alteration that would eventually transform the school into South University. The institution became a four-year college with the addition of a Bachelor of Business Administration degree. The next year brought more change as South College opened a third campus in Montgomery, Alabama. The addition of the new campus, founded in 1887 as the Massey-Draughon Business College, was a precursor to more expansion for South College. The addition of two new health professions programs, Physician Assistant and Physical Therapist Assisting, allowed the institution to reorganize into the School of Business and the School of Health Professions, offering both bachelor’s and associate’s degrees in both schools.

The institution’s reputation expanded in 2001 when the Commission on Colleges of the Southern Association of Schools (SACS) accredited the institution to confer master’s degrees. Along with that accreditation came a Master of Science in Physician Assistant degree, and with the post baccalaureate degree program came university status. In October 2001, South College officially became South University.

In January 2002, South University christened its fourth campus, located in Columbia, South Carolina, which was formerly Columbia Junior College. Later in 2002, South University announced plans to open a School of Pharmacy on the Savannah campus and offer a Doctor of Pharmacy degree. In December 2002, South University was accredited to award doctoral degrees.

In a span of seven years, the school had transformed itself from a two-year college granting associate’s degrees and certificates into a four-year university with four campuses, multiple bachelor’s and master’s degree programs and the ability to offer doctoral degrees.

In 2003, South University became a part of Education Management Corporation (EDMC), one of the largest and most respected education providers in North America. EDMC (www.edmc.edu) also operates The Art Institutes, Argosy University, and Brown Mackie College.

In 2004, South University’s expansion continued into web based instruction with the introduction of online bachelor’s degrees in Business Administration and Information Technology. In 2005, South University added Bachelor of Science programs in Healthcare Management, Nursing, and Criminal Justice to the online program. South University continues to add to its roster of online degree programs.

In 2006, South University opened its fifth location with the introduction of the Tampa, Florida, campus. In addition, the University launched four online master’s degree programs, the first in the University’s history. These include the Master of Business Administration, the Master of Business Administration in Healthcare Administration, a Master of Science in Criminal Justice and a Master of Science in Nursing. South University also announced the relocation of its Columbia, South Carolina campus to the city’s growing east side.

South University is expecting to open its newest campus in the Richmond, Virginia, area.
The Campuses
South University’s campuses are located in Columbia, South Carolina; Montgomery, Alabama; Savannah, Georgia; Tampa, Florida; and West Palm Beach, Florida. As a part of South University’s efforts to blend academic and practical knowledge, these settings are all designed with the purpose of creating an atmosphere that is conducive to instruction and provides an introduction to a professional environment.

Classes at South University are offered days, evenings and Saturdays. In addition, students can participate in online classes 24 hours a day, 7 days a week. Student schedules will vary according to their individual courses of study. On all South University campuses, student amenities such as a student lounge, with vending machines are provided. On each campus the university bookstore is open daily for the purchase of textbooks and supplies.

Students may pursue their education either through traditional classroom settings or through the institution’s unique PLUS program, a combination of traditional and online course work.

On each South University campus, students are encouraged to explore their intellectual boundaries while also beginning their preparations for entrance into a professional setting. South University emphasizes personal responsibility to its students, including the importance of a professional appearance, promptness, a positive attitude, mutual respect for peers, and appropriate communication methods in a group setting.

The administrative staff and faculty on each campus are also interested in hearing the student body’s collective voice. Each year, a student services survey is circulated to the student body on each campus with questions about the services and amenities offered by South University. The answers and comments provided by the students are then compiled to prioritize student concerns and address issues the students deem to be important.

South University’s campuses, under the direction of its campus presidents, also strive to create a comfortable atmosphere and foster familiar relationships between the students and the faculty and staff. In addition to a faculty that is committed to establishing a rapport with students in the classroom, there are staff members on each South University campus that are attuned to student needs outside of the classroom and dedicated to providing positive and engaging campus activities. Faculty make time to be available to assist students with academic questions, and work with students as academic advisors to help each South University student reach his/her goal of graduation.
The **South University Columbia** campus has a diverse student body enrolled for both day and evening class schedules. The wide range of academic offerings at South University, Columbia, serves students with a variety of interests, providing for an engaging mix of backgrounds which enhance the classroom experience. Likewise, the faculty and staff of South University, Columbia bring with them a multitude of experience and perspectives which, when combined with their energy and dedication, make for a dynamic team serving the student community.

South University's Columbia campus relocated to the Carolina Research Park in northeast Columbia in fall 2006. The campus features spacious classrooms, multiple computer labs, fully equipped medical lab, and a student lounge.

Like all of the South University campuses, South University, Columbia, is equipped with technology to support a progressive learning environment, including new computer servers, a wireless network, multiple student computer labs featuring Mac and PC computers, and smart classrooms featuring remote A/V technology. The campus embodies South University's dedication to continually “set the standard for excellence,” as evidenced by the resources and services with which it provides its students.

The library at South University, Columbia, provides a pleasant environment where students may work, research, study and receive reference, technical, and interlibrary loan assistance from a capable library staff. The book collection provides access to reference, reserve, and circulating materials, program specific resources to support class assignments, tutorial aides, and current events and recreational reading. The periodical collection also supports the curricula authoritative major through journals in both print and electronic formats. The Academic Learning Center is also located in the library, giving students a quiet environment to study and receive assistance.

South University, Columbia, students have access to a full array of computer technology, with resources dedicated solely to the online catalog for students requiring immediate and brief contact with that resource. For students with more in depth research needs, the library offers several multimedia computers equipped with Internet access, the online library catalog, and the electronic databases to which the University subscribes.

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**Master’s Degrees**
- Business Administration
- Business Administration/Healthcare Administration
- Professional Counseling

**Bachelor’s Degrees**
- Business Administration
- Criminal Justice
- Graphic Design
- Healthcare Management
- Health Science
- Information Technology
- Legal Studies
- Nursing
  (including a RN to BSN completion program)
- Psychology

**Associate’s Degrees**
- Business Administration
- Graphic Design
- Information Technology
- Medical Assisting
- Paralegal Studies
The South University Montgomery campus is located on the rapidly growing east side of Alabama’s capital city. As the state capital, Montgomery is a hub of government, banking and law as well as one of the state’s cultural and entertainment centers. Montgomery is situated in the middle of the southeastern states, less than a three-hour drive from Atlanta, Birmingham and the Gulf of Mexico.

In 2003, South University, Montgomery, moved into a modern 26,000-square-foot building on a 3.75 acre campus. The two-story building includes computer and health professions labs, comfortably outfitted classrooms, a student center and a bookstore as well as faculty and administrative offices.

The library at South University, Montgomery, campus is located on the second floor of the building, readily accessible to all. Orientation sessions for faculty, staff, and students take place in the library, including training for the Internet and proprietary databases, evaluating materials and web sites, and bibliographic citation.

The library is equipped with wireless technology and provides comfortable seating and quiet study space. A trained staff of librarians is on hand to offer reference service and interlibrary loan service. The collection includes books and periodicals (print and online), CDs, videos, and numerous online proprietary databases. Like all of the South University libraries, materials are housed in circulating, reference, and reserve material collections, with selected to support all academic programs, current events, and recreational reading. In addition to the traditional library setting, South University, Montgomery, also enjoys a modern computer lab with ten workstations. Each workstation offers Internet access, online database services, business productivity software, tutorials and class support software.

South University, Montgomery, became a part of South University in 1997 but has been part of the postsecondary education community in Montgomery since 1887.

**Master’s Degrees**
- Business Administration
- Business Administration/Healthcare Administration
- Professional Counseling

**Bachelor’s Degrees**
- Business Administration
- Criminal Justice
- Healthcare Management
- Information Technology
- Legal Studies
- Nursing Completion Program (RN to BSN)
- Psychology

**Associate’s Degrees**
- Business Administration
- Information Technology
- Medical Assisting
- Paralegal Studies
- Physical Therapist Assisting
South University Savannah
South University Savannah is the largest campus and is located on the southside of Savannah and is convenient to the city’s busy midtown area. The original College of Business building was constructed in 1979, but the campus began to experience tremendous expansion and alteration beginning in 2000. The College of Business building was renovated and the Health Professions Building was opened in 2000 to house classroom and lab facilities for the Physician Assistant, Physical Therapist Assisting and Medical Assisting programs in addition to the campus library, student lounge and administrative offices. The 25,000-square-foot structure, located adjacent to the College of Business building, was built with expansion in mind with computer and medical labs to meet the changing needs of South University’s student body.

In 2002, South University announced the establishment of the South University School of Pharmacy on the Savannah campus, offering the University’s first doctoral degree and becoming the first university or college in Savannah to offer a health professions doctorate. The School of Pharmacy facility on the west lawn was completed in 2004.

That same year, South University’s Savannah campus expanded its health professions programs by offering a master’s degree in anesthesia sciences with a fully equipped operating room and anesthesia laboratory.

Also in 2004, Savannah launched its online programs with bachelor’s degrees in business and information technology. In 2005 online grew again with additional undergraduate programs and master’s level programs in business, health care and criminal justice.

University sponsored student housing is available at the Savannah campus. Interested students should contact the Dean of Student Affairs.

The Savannah library provides comfortable seating and study space for students, wireless capabilities for laptop network connectivity, and reference and interlibrary loan services. The open-stack book collection provides access to reference and circulating materials, program-specific resources to support class assignments, tutorial aides, and current events and recreational reading.

The adjoining research center, furnished with computer work stations, offers students access to the Internet, online database services, an office suite, tutorials and class support software.

The staff is prepared to assist students and faculty with their research needs. Students and faculty may request individual appointments with the librarians for research assistance and instruction or walk in for guidance on locating materials.

The campus library moved into its current facility in 2007. This new location doubled the size of the previous library, allowing for expansion of the book collection primarily in the fields of law, business, and medical care. Study space and wireless connectivity make the library a popular place with students. Faculty also appreciate the conference room and distance-learning classroom. The library houses a computer lab to facilitate access to its electronic book and periodical collections that include on campus and remote access to NetLibrary, LIRN and EBSCOhost databases, as well as subject specific electronic resources, such as WESTLAW, OVID, and Clinical Pharmacology.

**Doctoral Degrees**
- Pharmacy

**Master’s Degrees**
- Anesthesiology Assistant
- Business Administration
- Business Administration/Healthcare Administration
- Physician Assistant Studies
- Professional Counseling

**Bachelor’s Degrees**
- Business Administration
- Criminal Justice
- Healthcare Management
- Information Technology
- Legal Studies
- Psychology

**Associate’s Degrees**
- Accounting
- Business Administration
- Information Technology
- Medical Assisting
- Paralegal Studies
- Physical Therapist Assisting
South University Online
Savannah Campus

Master’s Degrees
Business Administration
Business Administration/Healthcare Administration
Criminal Justice
Information Systems and Technology
Leadership
Nursing

Bachelor’s Degrees
Business Administration
Liberal Arts in Interdisciplinary Studies
Criminal Justice
Healthcare Management
Health Sciences
Information Technology
Legal Studies*
Nursing Completion Program (RN to BSN)

Associate’s Degrees
Accounting
Allied Health Science
Business Administration
Information Technology
Paralegal Studies*

*Partially available online.
Online Learning at South University

In 2004, South University’s Savannah campus launched online bachelor’s degree programs in Information Technology and Business Administration. Designed to deliver the same quality instruction and personalized attention students enjoy on ground, these online programs enable students who do not live near a South University campus—or those who might not be able to attend classes at a set time and place—to pursue an academic degree through South University.

In 2005 South University added to the list of online programs with a bachelor’s of science degree in Healthcare Management, Nursing, and Criminal Justice. More recently, the University added an MBA, and MBA in Healthcare Administration and a Master of Science in Criminal Justice to its online offerings.

South University strives to provide an excellent educational environment for students to explore the academic foundations that can lead to the pursuit of professional aspirations. Online programs at South University are an extension of South University’s commitment to providing educational opportunities for the intellectual, social and professional development of a diverse student population.

Programs offered online through South University utilize an interactive learning method in which the educational experience becomes the shared responsibility of students in the classroom, and faculty members serve as facilitators of learning. Online students participate in an enriched learning experience that includes classroom lectures, discussions, demonstrations, field trips and guest speaker contributions, while enjoying the convenience of flexible, 24-hour access to the online classroom and course materials.

Online course lectures appear in written form and consist of an introduction to activities as well as explanations of textbook reading assignments. Lectures are intended to be catalysts for ongoing class discussions, and the faculty members facilitate discussion by providing additional insight to course subjects by joining and leading topic dialogues. In class discussion boards allow for several topics to be addressed at once; therefore, many different sides of a topic can be examined for greater understanding. The faculty member guides discussions to ensure that students proceed toward an ultimate understanding of the subject matter.

Online course delivery allows students who do not live near a South University campus to pursue an academic degree through South University and receive the same high level of instruction and personal attention afforded to students enrolled in a degree program on campus.
Tuition and Fees
Tuition for most online undergraduate degree programs is $1340 per 4 credit course ($335 per credit hour). Tuition does not include an initial onetime application fee of $50. Please refer to the Financial Information section of the South University catalog for details regarding South University financial information policies. Effective October 2008, tuition will change as follows: Master of Business Administration, Master of Business Administration in Health-care Administration, Master of Science in Information Systems and Technology and Master of Science in Leadership degree programs is $465 per credit hour. Tuition for the Master of Science, Criminal Justice is $440 per credit hour and the tuition for the Master of Science in Nursing is $355 per credit hour.

Students who previously enrolled on or before March 28, 2005, will remain at their original tuition rate provided they are continuously enrolled.

About Online Courses
Online courses are offered during two sessions within the academic quarter calendar. Each session runs for 5.5 weeks. Due to the intensive and interactive format of online courses, active participation in courses is a key component of learning and provides a clear indicator of the level of success a student has achieved with a topic of study. Part of a student’s overall grade for an online course is earned through meeting participation requirements which have been established for all South University online courses. In addition, students will be required to complete and submit the results from study exercises and formal assignments as further demonstration of competency with the skills and concepts covered in a course.

Each online course has the same exit competencies as its on ground equivalent offered through the Savannah campus. Online courses are designed to take advantage of technology, making the learning environment more efficient and maximizing relevance to prior learning and experiences.

Online courses, like on ground classes at South University, are offered in either an 11 week or 5.5 week format. Students should contact their academic advisor for information on the length of each course in their program of study.

Online Quarters
Online quarters (also referred to as academic period and payment period) consist of any two consecutive 5.5 week sessions. A quarter is the same as an academic period and can also be considered the payment period. Refunds are calculated by the payment period (quarter). All tuition and aid is included in the calculation regardless which session classes are dropped in order to return Title IV aid as it was paid. For additional information on the withdrawal process and handling of Title IV funds see the section titled RETURN OF TITLE IV FUNDS of the catalog. If a student attends class and withdraws in the first session and does not attend the second session, a grade of W will be entered for all classes in the first session.

The beginning of each online quarter coincides with the on ground academic calendar. Session dates are subject to change. Please refer to the South University Online web site for current calendar.

Participation in Online Programs
Students considering enrollment in an online program are encouraged to complete a short self-administered survey available through the South University online programs Web site [http://online.southuniversity.edu].

Prior to enrolling in an online program, students will speak with an associate director of admissions to discuss subject interests, learning activities and styles and the amount of time available to pursue an online education. The associate director of admissions will be able to recommend an appropriate program of study and course load.

In order to participate in online classes, students must have computer hardware and software equivalent to the specifications indicated by South University. Prior to registration each quarter, South University provides students with a list of courses to be offered online and the technology requirements for each course. A list of technology requirements is available through the South University online programs Web site (http://online.southuniversity.edu) and the online course catalog. Because South University regularly evaluates hardware and software needs to ensure that students taking online courses are utilizing technology in parity with students taking the same courses onsite, students should check for technology updates on a quarterly basis.

Tuition Adjustments
A tuition adjustment results when a student officially changes enrollment status (fulltime to part time, part time to less than part time, or part time to fulltime) during the drop/add period. Adjustments may not be made for students dropping individual classes after the drop/add period.

Dropping and Adding a Course
Fully online students have one add/drop period in the first week of each session. Any student wishing to change the number of credits registered, regardless of the point in their quarter, must submit a request to their Academic Advisor. The student is responsible for consulting with Financial Aid to determine any implications of the course load adjustment.

Add/Drop Period
Fully online students may adjust their schedules without penalty by adding and/or dropping courses during the first week of classes in either session of their quarter. All requests for schedule changes must be sent to the student’s Academic Advisor. Students should consult with Financial Aid to determine the implications of schedule changes. Courses cannot be added after the late registration period indicated on the university calendar.

Dropping Courses
Courses that are dropped after the Drop/Add period but prior to the end of the ninth week of the quarter, Week 4.5 or 31st day of 5.5 week term, or equivalent percentage, will result in a grade of W. Courses dropped after this point will result in the grade of a WF.

During the period known as add/drop, students may drop a class they have attended without being charged for the class provided withdrawing from that class does not constitute withdrawing from school in which case the withdraw policy will apply.

Official Withdrawals
Fully online students who wish to officially withdraw from school must contact their Academic Advisor. If a student withdraws before the Week 4.5 or 31st day of 5.5 week term or equivalent percentage of their first session, they will receive a W grade (if after the 31st day, a WF grade is assigned). The classes scheduled for their second session will receive a VX grade. When a student does not confirm in one of their scheduled classes, a net Change in Credits is processed to decrease their course load.

Grade Impact of a Drop During Second Session
Students who attend class and withdraw in the first session and do not attend the second session will receive a VX for those classes in the second session.

Academic and Software Orientation
All new online students are required to complete an online orientation course prior to starting classes. This orientation covers the expectations, policies, and procedures associated with online learning at South University and provides students with an opportunity to practice working within the online classroom environment. It is absolutely necessary that students are prepared to begin working within the online classroom environment on the first day of class, as they will not have the time to orient themselves once classes are underway. During class, stu-
Some courses will also require students to have working knowledge of software used in the class. Students are encouraged to take advantage of learning opportunities offered through software user manuals, software manufacturer user forums and South University Online student forums as they prepare for using software applications in class.

Registration for Online Courses
Online students are preregistered for classes by their Academic Advisor. Students will receive their preregistration schedule via notification on the Campus Common and will be required to electronically accept the schedule in order to continue their registration. Should a student have a question about the schedule or wish to be contacted by his or her online academic advisor, the student will have the option to do so. South University cannot guarantee course availability for students who register after the preregistration period.

Registration is confirmed for the new student once the online orientation has been completed. Registration is confirmed for the continuing student once a schedule has been received and confirmed through correspondence with the student’s academic advisor.

Student Services
Students taking online courses have access to South University business partners for the purchasing of textbooks, hardware and software. Information about these vendors is provided in the online orientation course. Links to these vendors are located within the online campus and in the online programs course catalog at: www.southuniversity.edu/catalog.

Career Services
South University online programs maintain a Career Services Department to assist students with locating and securing full-time, entry-level, field-related employment upon graduation.

Although placement in fulltime positions is not guaranteed by South University, it is vitally important to both the student and the University that each student obtain appropriate employment. Therefore, as students approach the final quarter of their programs, specific and personalized attention is provided in the preparation of professional resumes and cover letters as well as in job search strategies and interviewing skills.

For more information about the Career Services at South University online programs, please contact 888-444-3404.

Student Support
The Student Support team is available to assist online students. As the primary point of contact, the Student Support team is able to answer most student questions. The team can be reached at 888-444-3404 or studentsupport@southuniversity.edu.

Campus Common
The Campus Common is the “community beyond the classroom.” The Campus Common can be accessed from the Student Portal or the online classroom and is a resource for students providing information on many subjects including South University online news, tutoring and online discussions.

The Campus Common is also a resource for students providing access information about their account including academics and financial aid. The Student Portal is the gateway to the online classroom and also allows student to view documents such as course catalogs and directories.

Student Financial Aid
South University has a Department of Financial Aid where online students and their families can develop a financial plan to help ensure students’ completion of their programs. Specialists from this department will help students complete the federal and state applications for grants and loans applicable to the students’ circumstances. Once a student’s eligibility for financial aid has been determined, a financial aid specialist will help the student develop a plan for meeting educational expenses. Students may contact the Financial Aid Department by phoning 888-444-3404 or through an email link provided within the South University online programs Web site [http://online.south-university.edu].

Refunds/Withdrawals
Refunds are calculated by the payment period (quarter). All tuition and aid is included in the calculation regardless in which session you drop classes because the Title IV aid must be returned as it was paid out. For additional information on the withdrawal process and handling of Title IV funds please see the section titled RETURN OF TITLE IV FUNDS of the catalog.

Emergency Leave Policy
Students experiencing a personal emergency during a class session may request an “Incomplete” grade in their current class(es). A personal emergency is defined as a documented natural disaster, documented student illness or death in family, or military leave with specific return date, and are effectively determined by the Program Directors. Once a student’s situation has been determined to meet the criteria for an “Incomplete” grade and has been granted an “Incomplete” grade, they must follow the policy regarding completion of the course as outlined in the catalog. If the emergency situation does not permit you to meet the incomplete requirements, please contact your academic advisor for additional options.
The South University Tampa campus opened in June 2006 and is the institution’s second campus in the state of Florida. Centrally located in one of Florida’s fastest growing communities, the campus is equipped with computer labs and medical laboratories for use by students pursuing degrees in Health Science and Nursing.

The South University Tampa campus affords students the opportunity to learn in a modern facility based in a central location near Raymond James Stadium. Located on North Himes Avenue, South University’s Tampa campus affords our students the opportunity to enjoy all the culture and excitement a large city has to offer. Major league sporting events, major concerts, theater, world-renowned restaurants, and a cosmopolitan social scene are all within easy reach. South University Tampa is made up of a diverse and vibrant student body that thrives on the nurturing atmosphere fostered by faculty and staff.

The library maintains a highly focused collection of resource materials, including current books, journals, and related materials. Additionally, South University, Tampa, students have access to WebVoyager, an online catalog of holdings, the Internet, various bibliographic databases, and subject specific software programs. Interlibrary loans are available through the Tampa Bay Library Consortium (TBLC), and OCLC, an organization serving 43,559 libraries in 86 countries and territories around the world.

Bachelor’s Degrees
- Business Administration
- Healthcare Management
- Health Science
- Nursing
- Nursing Completion Program (RN to BSN)
- Psychology

Associate’s Degrees
- Physical Therapist Assisting
The South University West Palm Beach campus is centrally located near the heart of Palm Beach County, close to the South Florida beaches and accessible to Interstate 95 and the Palm Beach International Airport. The 32,000-square-foot, three-building campus is in the hub of cultural, economic, and government activity in West Palm Beach.

The campus boasts a diverse, vibrant, and multicultural student body that thrives on the nurturing atmosphere fostered by the faculty and staff. In small class settings, a supportive learning environment has developed and been encouraged by faculty who are geared toward the success of the students.

The campus library provides individual and group study areas, a computer lab, and a diversified collection of online, audiovisual, and printed materials. Professional librarians are available during all hours of operation to provide assistance in locating information and materials at South University libraries and at other libraries.

The collections include books, magazines, audiovisual and digital sources that support class assignments, tutorial needs, current events and recreational reading. The computer lab offers Internet access, online databases with indexing and full text access to thousands of journals, tutorial programs, an office suite of software programs, and tutorial and other class support software. The library is open during all hours of class and on Fridays and Saturdays.

In keeping with South University’s educational mission, South University, West Palm Beach is focused on producing graduates who are well prepared for the challenges of entry into professional life. The Palm Beach County campus has engendered a relationship with the surrounding community, reaching out to its neighbors to participate in community activities and host special events.

In 2009, the West Palm Beach campus is expected to relocate to new, expanded facilities at the University Centre on Belvedere Road, and will feature new labs for Graphic Design, Health Sciences, Nursing, and Physical Therapist Assisting.
College of Arts and Sciences

Criminal Justice
Behavioral Sciences
Graphic Design
Legal/Paralegal Studies
Liberal Arts in Interdisciplinary Studies

Criminal Justice

Master of Science in Criminal Justice

The South University Master of Science in Criminal Justice program is designed to serve the growing number of individuals in the criminal justice system who desire a post baccalaureate education, as well as those in more traditional public and private employment who may wish to acquire further education in criminal justice.

The program serves a variety of student interests. It has been designed with a limited prerequisite requirement to enable students with bachelor’s degrees in related fields such as criminology, psychology, business or public administration, anthropology, political science, sociology or related social sciences to enroll along with students with undergraduate degrees in criminal justice.

The Master of Science Degree in Criminal Justice prepares students for management, administrative, research, and teaching positions. It is primarily designed to foster a learning community of criminal justice professionals who will use their knowledge within law enforcement, correctional, political, and legal arenas. Program graduates will also be prepared for admission to doctoral programs in criminal justice, criminology and other related fields as well as for promotions within existing law enforcement, correctional, local and state government, and legal institutions.

The program provides a general administration tract as well as three specializations in Homeland Security, Corrections and Cyber Crime that meets student needs for more in-depth knowledge, skills, and applications in areas of great national and international interest. The Master of Science in Criminal Justice is offered only online.

### Master of Science in Criminal Justice

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<th>Core</th>
<th>28 credits</th>
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<tbody>
<tr>
<td>MCJ6001 Foundations in Criminal Justice</td>
<td>4</td>
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<tr>
<td>MCJ6003 Ethics and Moral Behavior in the Criminal Justice System</td>
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<tr>
<td>MCJ6005 Criminological Theory</td>
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<td>MCJ6002 Juvenile Justice Administration</td>
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<td>MCJ6004 Advanced Techniques of Basic and Applied Research in Criminal Justice</td>
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<tr>
<td>MCJ6005 Criminal Justice Planning and Innovation</td>
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<tr>
<td>MCJ6401 Critical/Controversial Issues: Law Enforcement</td>
<td>4</td>
</tr>
<tr>
<td>MCJ6403 Special Topics in Criminal Justice Organizational Management</td>
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<tr>
<td>MCJ6996 Applied Research Project I</td>
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<tr>
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### Electives (Choose two electives)

<table>
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<tbody>
<tr>
<td>MCJ6402 Critical/Controversial Issues: Corrections</td>
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<td>MCJ6404 Political Terrorism</td>
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<td>MCJ6405 Organizational Leadership</td>
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<tr>
<td>MCJ6410 Legal Issues in Criminal Justice</td>
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<td>LEA5100 Leadership and Innovation</td>
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### Specialization in Corrections

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<tr>
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<tr>
<td>MCJ6701 Theory and Practice of Community Corrections and Re-entry Programs</td>
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<tr>
<td>MCJ6705 Theory and Practice of Institutional Corrections</td>
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<tr>
<td>MCJ6502 Advanced Techniques of Basic and Applied Research in Criminal Justice</td>
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<tr>
<td>MCJ6710 Penology</td>
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<tr>
<td>MCJ6402 Critical/Controversial Issues: Corrections</td>
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<td>MCJ6725 Capital Punishment</td>
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<td>MCJ6996 Applied Research Project I</td>
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### Electives (Choose two electives)

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<tbody>
<tr>
<td>MCJ6501 Criminal Justice Administration</td>
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<td>MCJ6504 Criminal Justice Planning and Innovation</td>
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<tr>
<td>MCJ6410 Legal Issues in Criminal Justice</td>
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<td>LEA5100 Leadership and Innovation</td>
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<tr>
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<td>ITS5261 Network Security</td>
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<tr>
<td>MCJ5502 Advanced Techniques of Basic and Applied Research in Criminal Justice</td>
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<tr>
<td>IT5502 Computer Security and Forensics</td>
<td>4</td>
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<tr>
<td>MCJ6810 Advanced Digital Forensics</td>
<td>4</td>
</tr>
<tr>
<td>MCJ6820 International Cyber Crime and Information Systems Security</td>
<td>4</td>
</tr>
<tr>
<td>MCJ6996 Applied Research Project I</td>
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<td>MCJ6997 Applied Research Project II</td>
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### Electives (Choose two electives)

<table>
<thead>
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<tbody>
<tr>
<td>MCJ6501 Criminal Justice Administration</td>
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<tr>
<td>MCJ6504 Criminal Justice Planning and Innovation</td>
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<tr>
<td>MCJ6401 Critical/Controversial Issues: Law Enforcement</td>
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<tr>
<td>MCJ6402 Critical/Controversial Issues: Corrections</td>
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<td>MCJ6403 Special Topics in Criminal Justice Organizational Management</td>
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<td>MCJ6404 Political Terrorism</td>
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<td>MCJ6405 Organizational Leadership</td>
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<tr>
<td>MCJ6410 Legal Issues in Criminal Justice</td>
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### Specialization in Homeland Security

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<tr>
<td>MCJ6601 Resource and Agency Coordination</td>
<td>4</td>
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<tr>
<td>MCJ6505 Management of Critical Incidents</td>
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<td>MCJ6502 Advanced Techniques of Basic and Applied Research in Criminal Justice</td>
<td>4</td>
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<tr>
<td>MCJ6404 Political Terrorism</td>
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<td>MCJ6004 Criminal Justice Planning and Innovation</td>
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<td>MCJ6620 Special Topics in Homeland Security</td>
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<tr>
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</tbody>
</table>
Bachelor of Science in Criminal Justice
The South University Criminal Justice program offers a course of study leading to a Bachelor of Science in Criminal Justice. This course of study is designed to give students broad perspectives on the causes of crime and critical insights to the functions of the components of the criminal justice system. Courses in the program deal with crime, violence, and other forms of deviance and the responses to these problems by police, courts, and corrections; contemporary criminal justice issues; and ethical concerns and research. Students majoring in criminal justice receive excellent preparation for further study in graduate or professional schools as well as for careers in the criminal justice system.

Bachelor of Science in Criminal Justice  180 credits

Area I General Education  66 credits
Mathematics/Science  26 credits
MAT1001 Intermediate Algebra  4
BIO1020 Biology I  4
BIO1021 Biology II  4
MAT2058 Statistics  4
MAT1002 College Mathematics  4
PSY2007 Statistics for Behavioral Sciences  4
PSY2008 Statistics Lab  2

Humanities  20 credits
ENGL1001 Composition I  4
ENGL1002 Composition II/Literature  4
ENGL2001 Composition III  4
SPC1026 Public Speaking  4

Humanities Electives (Choose one)  4 credits
HUM1001 History of Art I  4
HUM1002 History of Art II  4
HUM2011 World Civilization  4
HUM2012 World Civilization II  4
PHI2301 Introduction of Philosophy  4
ENS2002 World Literature  4

Personal Development  8 credits
UCV1000 Strategies for Success  4
ITS 1000 Computer and Internet Literacy  4

Social Science  12 credits
PSY1001 General Psychology  4
SOC1001 Introduction to Sociology  4
POL2076 American Government  4

Area II Major Curriculum  114 credits
Core Requirements  62 credits
CRJ1101 Introduction to Criminal Justice and Law Enforcement  4
CRJ1102 Introduction to Criminal Courts and Corrections  4
CRJ2002 Criminal Law  4
CRJ2004 Ethics in Criminal Justice  4
CRJ2006 Criminal Procedures  4
CRJ3004 Race, Class and Gender in Criminal Justice  4
CRJ3005 Criminal Justice Management and Administration  4
CRJ3009 Theories of Crime/Justice  4
CRJ3011 Criminology  4
CRJ3012 Introduction to Juvenile Delinquency  4
CRJ4001 Victimology  4
CRJ4003 Critical Issues in Criminal Justice  4
CRJ4007 Alcohol, Drugs and Criminal Justice Policy  4
CRJ4998 Senior Seminar (Capstone)  4
PSY2006 Research Methods  4
PSY2061 Research Methods Lab  2

Emphasis Specialization Track (Choose One)
Not every specialization and elective course will be taught at every campus. In all probability, students will be required to take a certain number of courses online.

Juvenile Justice (4 required+4 electives)  40 credits
CRJ3021 Probation and Parole  4
CRJ3022 Juvenile Procedures  4
CRJ4002 Restorative Justice  4
CRJ4004 Family Violence  4
Six (6) Approved Electives*  24

Corrections (4 required+4 electives)  40 credits
CRJ3021 Probation and Parole  4
CRJ4004 Family Violence  4
CRJ4008 Administration of Correctional Facilities  4
CRJ4009 Illegal Immigration and the Criminal Justice System  4
Six (6) Approved Electives*  24

Law Enforcement (5 required+5 electives)  40 credits
CRJ3007 Law Enforcement Structure and Process  4
CRJ4006 Community Policing  4
CRJ4009 Illegal Immigration and the Criminal Justice System  4
CRJ4010 Law Enforcement Supervision and Management  4
CRJ4011 Terrorism and Homeland Security  4
CRJ4012 Criminal Investigation  4
Five (5) Approved Electives*  16

Crime Scene Investigation (5 required+5 electives)  40 credits
CRJ3008 Criminalistics I  4
CRJ4012 Criminal Investigation  4
CRJ4013 Criminalistics II  4
CRJ4014 Crime Scene Investigation  4
CRJ4015 Bloodstain Pattern Analysis  4
Five (5) Approved Electives*  20

Cyber Crime (6 required+4 electives)  40 credits
ITS1101 Foundations of Information Technology  4
ITS2103 Networking Fundamentals  4
ITS3104 IT Security: Access and Protection  4
ITS4231 Case Studies in Computer Security  4
CRJ4021 Cyber Crime  4
CRJ4022 Digital Forensics  4
Four (4) Approved Electives*  16

General Non-Specialized Track (10 electives)  40 credits
Ten (10) advisor approved upper division criminal justice electives

Non Discipline Electives  12 credits
Three (3) upper division courses from another discipline

Electives
CRJ3007 Law Enforcement Structure and Process  4
CRJ3008 Criminalistics I  4
CRJ3010 Deviant Behavior  4
CRJ3014 Criminal Justice and the Media  4
CRJ3015 White Collar Crime  4
CRJ3020 Civil Liability  4
CRJ3021 Probation and Parole  4
CRJ3022 Juvenile Procedures  4
CRJ3023 Organized Crime  4
CRJ3024 Serial Killers/Mass Murderers  4
CRJ3025 Comparative Criminal Justice Systems  4
CRJ4002 Restorative Justice  4
CRJ4004 Family Violence  4
CRJ4006 Community Policing  4
CRJ4008 Administration of Correctional Facilities  4
CRJ4009 Illegal Immigration and the Criminal Justice System  4
CRJ4010 Law Enforcement Supervision and Management  4
CRJ4011 Terrorism and Homeland Security  4
CRJ4012 Criminal Investigation  4
CRJ4013 Criminalistics II  4
CRJ4014 Crime Scene Investigation  4
CRJ4015 Bloodstain Pattern Analysis  4
CRJ4021 Cyber Crime  4
CRJ4022 Digital Forensics  4
ITS3045 Human Resource Management  4
ITS3045 Human Resource Management  4
*CRJ4995, 4996, 4997 Internship in the Criminal Justice System I/II  4 hours credit each

*Note: Approval of the department chair and Agreement of the respective Program Director are required to participate in the internship practicum. Students who decide not to participate or do not qualify for the internship option will be required to take an appropriate number of four (4) credit hour upper division (3000+) criminal justice electives.
College of Arts and Sciences

Behavioral Sciences

Master of Arts in Professional Counseling

The South University Master of Arts degree in Professional Counseling is intended to meet the local and regional need for qualified professional counselors. The emphasis of the program is on community and agency counseling. The program is designed to enable program graduates to achieve all initial eligibility criteria to become certified as a National Certified Counselor (NCC) by the National Board for Certified Counselors (NBCC) and licensed in their state. The length of the Professional Counseling program varies in accord with the licensing requirements of the states in which the program is offered. As a result, the program may not meet the licensing requirements of all states. The student should contact the licensing board in the state in which they anticipate seeking licensure to determine the appropriate program. By way of illustration, the program offered at the Columbia campus is 77 credit hours. This meets the current state requirements for counseling programs in South Carolina. The program is 72 hours at the Montgomery and Savannah campuses, which meets the current state requirements for counseling programs in Alabama and Georgia. However, the State of Florida offers licensure only for Counselors in Mental Health and Marriage and Family Counseling. Therefore, the Counseling Program (General Track) offered at the West Palm Beach campus is 90 credit hours in length in order to meet the requirements of the State of Florida.

The delivery structure of the program provides the opportunity for students who wish to balance the rigors of work and home while pursuing their master’s degree. Classes will meet each Saturday and weeknights as needed. Students will have the opportunity to complete two to three classes each quarter. Classes will be taken one at a time and each class will be 10 weeks in length.

Students who enroll in the program will be taught via two primary modes of instruction. The majority of the program will involve didactic and experiential classroom instruction. The second mode of instruction will focus on supervised field experiences. Students will be placed in actual community counseling settings and will practice counseling under the auspices of an onsite supervisor. Students in field placements will also receive weekly individual and group supervision from qualified faculty supervisors.

The objectives of the South University Professional Counseling program are to recruit qualified students from all areas and provide fair and equitable admissions criteria; make available a variety of instructional models and resources to provide the student with the most effective learning arrangements and to provide appropriate learning opportunities for counseling students that will prepare them to perform their expected competencies in an ethical, legal, safe, and effective manner upon graduation; prepare counseling students to communicate effectively; in still the importance and value of continued education and involvement in appropriate professional and community affairs after graduation; and encourage the counseling students to recognize their own strengths and limitations.

Master of Arts in Professional Counseling

<table>
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<tr>
<th>Course Listing (Curriculum for Columbia Campus only)</th>
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<tr>
<td>CNS6010 Psychopathology</td>
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<tr>
<td>CNS6012 Diagnostics for Psychopathology (DSMIVTR)</td>
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</tr>
<tr>
<td>CNS6027 Human Growth and Development</td>
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<tr>
<td>CNS6104 Counseling Skills</td>
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</tr>
<tr>
<td>CNS6220 Personality Theories and Individual Counseling</td>
<td>4</td>
</tr>
<tr>
<td>CNS6301 Professional and Ethical Issues</td>
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<td>CNS6420 Community Mental Health</td>
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<td>CNS6507 Group Counseling</td>
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<tr>
<td>CNS6513 Social and Cultural Foundations</td>
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<tr>
<td>CNS6623 Research and Evaluation</td>
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<tr>
<td>CNS6526 Individual Assessment</td>
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<td>CNS6622 Lifestyle and Career Development</td>
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<tr>
<td>CNS7000 Couples and Family Therapy</td>
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<td>CNS7003 Practicum</td>
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<td>CNS7300 Internship I</td>
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<td>CNS7301 Internship II</td>
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<td>CNS7400 Internship II</td>
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<td>CNS7425 Internship IA</td>
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<td>CNS7450 Internship IIB</td>
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Course Listing (Savannah and Montgomery campuses only) 72 credits

| CNS6000 Counseling Theory                           | 4         |
| CNS6004 Diagnostics for Psychopathology (DSMIVTR)    | 4         |
| CNS6009 Psychopathology                             | 4         |
| CNS6025 Human Growth and Development                 | 4         |
| CNS6104 Counseling Skills                            | 4         |
| CNS6220 Personality Theories and Individual Counseling | 4         |
| CNS6300 Professional and Ethical Issues              | 4         |
| CNS6420 Community Mental Health                       | 4         |
| CNS6505 Group Counseling                             | 4         |
| CNS6511 Social and Cultural Foundations              | 4         |
| CNS6521 Research and Evaluation                      | 4         |
| CNS6525 Individual Assessment                        | 4         |
| CNS6600 Lifestyle and Career Development             | 4         |
| CNS6700 Couples and Family Therapy                   | 4         |
| CNS7000 Practicum                                    | 4         |
| CNS7003 Practicum                                    | 4         |
| CNS7300 Internship I                                 | 4         |
| CNS7301 Internship I                                | 6         |
| CNS7400 Internship II                                | 8         |
| CNS7401 Internship II                                | 6         |
| CNS7425 Internship IA                                | 4         |
| CNS7450 Internship IIB                               | 4         |

Course Listing (West Palm Beach campus only) 92 credits

| CNS6000 Counseling Theory                           | 4         |
| CNS6004 Diagnostics for Psychopathology (DSMIVTR)    | 4         |
| CNS6009 Psychopathology                             | 4         |
| CNS6025 Human Growth and Development                 | 4         |
| CNS6104 Counseling Skills                            | 4         |
| CNS6220 Personality Theories and Individual Counseling | 4         |
| CNS6300 Professional and Ethical Issues              | 4         |
| CNS6420 Community Mental Health                       | 4         |
| CNS6440 Counseling Diverse Populations               | 4         |
| CNS6505 Group Counseling                             | 4         |
| CNS6511 Social and Cultural Foundations              | 4         |
| CNS6521 Research and Evaluation                      | 4         |
| CNS6525 Individual Assessment                        | 4         |
| CNS6600 Lifestyle and Career Development             | 4         |
| CNS6700 Couples and Family Therapy                   | 4         |
| CNS6800 Human Sexuality                              | 4         |
| CNS6900 Substance Abuse Counseling                   | 4         |
| CNS7000 Practicum                                    | 4         |
| CNS7301 Internship I                                | 6         |
| CNS7500 Internship I                                 | 4         |
| CNS7401 Internship II                                | 6         |
| CNS7600 Internship II                                | 8         |
| CNS7625 Internship IIA                               | 4         |
| CNS7650 Internship IIB                               | 4         |
| CNS7700 Internship III                               | 8         |
| CNS7725 Internship IIA                               | 4         |
| CNS7750 Internship I                                | 4         |

*All course work must be taken, with the exception of CNS6600 (or 6602) Lifestyle and Career Development and CNS6521 (or 6523) Research and Evaluation, prior to the inception of practicum(s) and internships.

Bachelor of Arts in Psychology

The Bachelor of Arts in Psychology program provides students with a broad background in general education, and provides initial training and quality instruction for students seeking entry-level careers in psychology or a graduate degree in the behavioral sciences.

The program includes the general education core of required courses and requires completion of a core of required psychology courses covering a general foundation stressing the scientific study of human behavior. Additionally, students complete upperlevel advanced courses in many disciplines in the field of psychology.

Bachelor of Arts in Psychology 180 credits

<table>
<thead>
<tr>
<th>Area 1 Core Curriculum</th>
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<td>BID1021 Biology II</td>
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<tr>
<td>MAT1001 Intermediate Algebra</td>
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<tr>
<td>MAT1002 College Mathematics</td>
<td>4</td>
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<tr>
<td>MAT2058 Statistics</td>
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### Humanities
- ENG1001 Composition I 4
- ENG1002 Composition II/Literature 4
- ENG2001 Composition III 4
- ENG2002 World Literature 4
- PH1230 Introduction to Philosophy 4
- SPR1026 Public Speaking 4

### Social Sciences
- PSY1001 General Psychology 4
- SOC1001 Introduction to Sociology 4
- POL2076 American Government 4

### Personal Development
- UVC1000 Strategies for Success 4

### Computer Science
- ITS1101 Foundations of Information Technology 4

### Electives (12 credits required)
- Choose three from the following:
  - BUS1101 Introduction to Business 4
  - CRJ1101 Introduction to the Criminal Justice System and Law Enforcement 4
  - CRJ1102 Introduction to the Criminal Courts and Corrections 4
  - HIS1001 History of Art: Early Civilization 4
  - HUM1001 History of Art through the Middle Ages 4
  - HUM1002 History of Art from the Middle Ages to Modern Times 4
  - ITS1000 Computer and Internet Literacy 4
  - MGT2037 Principles of Management 4

Note: Students desiring to take an elective course not listed above will need to submit written justification to the BA Program Director for consideration.

### Area II Major Curriculum 104 credits

#### 2000 Level Psychology (20 credits)
- PSY2007 Statistics for Behavioral Sciences 4
- PSY2010 Abnormal Psychology 4
- PSY2032 Human Growth and Development 4
- PSY2050 History and Systems 4
- PSY2060 Research Methods 4

#### 2000 Level Labs Psychology Foundation (4 credits)
- PSY2068 Statistics for Behavioral Sciences Lab 2
- PSY2061 Research Methods Lab 2

#### 3000 Level Core (28 credits)
- PSY3001 Cognitive 4
- PSY3010 Social Psychology 4
- PSY3300 Personality 4

#### Four 3000 electives (Choose 4 from the following) 16
- PSY3400 Sensation and Perception 4
- PSY3500 Motivation 4
- PSY3520 Child/Adolescent Development 4
- PSY3530 Adult Development 4
- PSY3540 Elderly Development 4

#### 3000 Level Labs (4 credits)
- PSY3002 Cognitive Lab 2
- PSY3011 Social Psychology Lab 2

Note: In order to enroll for a 3000-level lab, the student must also concurrently take the course during the same term or have previously completed the course.

#### 4000 Level Courses (48 hours)
- PSY4001 Addictions 4
- PSY4030 Multicultural Psychology 4
- PSY4200 Psychology and the Media 4
- PSY4040 Human Sexuality 4
- PSY4300 Anxiety Disorders 4
- PSY4320 Psychology and Gender 4
- PSY4400 Child and Adolescent Disorders 4
- PSY4420 Health Psychology 4

#### Four 4000 electives (Choose 4 from the following) 16
- PSY4470 Psychology and Law 4
- PSY4480 Psychology of Religion 4
- PSY4490 Biological Psychology 4
- PSY4540 Introduction to Professional Counseling 4
- PSY4550 Introduction to Psychological Testing and Assessment 4
- PSY4800 Senior Seminar I 4

Note: Elective courses will vary by campus based on faculty expertise. Thus, not all campuses will have the capability of offering all electives (General Education or Major) listed.

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### College of Arts and Sciences

### Graphic Design

#### Bachelor of Science in Graphic Design
(Offered only at the Columbia and West Palm Beach campuses)
The Bachelor of Science in Graphic Design program provides students with a broad background in advanced education, enhanced theoretical graphic design concepts, and practical applications. This rigorous program is designed for the student who is ready to take the next step in his or her career in the graphic design field as a production manager, art director, creative director, or studio manager. Both traditional and computer-based techniques are incorporated into the curriculum. The course work will emphasize development of technical skills, reasoning, analytical and problem solving abilities.

<table>
<thead>
<tr>
<th>Bachelor of Science in Graphic Design</th>
<th>180 credits</th>
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<tbody>
<tr>
<td><strong>Area I Core Curriculum</strong></td>
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<td><strong>Personal Development</strong></td>
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<td>4</td>
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<tr>
<td><strong>Information Technology</strong></td>
<td>4</td>
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<tr>
<td>ITS1000 Computers and Internet Literacy</td>
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<tr>
<td><strong>Mathematics/Science</strong></td>
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<td>Math Elective (MAT1001 Intermediate Algebra or MAT1002 College Math)</td>
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<tr>
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<td>ENG1002 Composition II/Literature</td>
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<td>ENG2001 Composition III</td>
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<tr>
<td>PH1230 Introduction to Philosophy</td>
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<tr>
<td>SPR1026 Public Speaking</td>
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<tr>
<td><strong>Social Sciences</strong></td>
<td>4</td>
</tr>
<tr>
<td>POL2076 American Government</td>
<td>4</td>
</tr>
<tr>
<td>PSY1001 General Psychology</td>
<td>4</td>
</tr>
<tr>
<td>SOC1001 Introduction to Sociology</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Area II Major Curriculum 128 credits

<table>
<thead>
<tr>
<th><strong>Art 1 Core Curriculum</strong></th>
<th>2</th>
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<tbody>
<tr>
<td>GRA1000 Drawing and Perspective</td>
<td>4</td>
</tr>
<tr>
<td>GRA1001 Color Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>GRA1004 Design Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>GRA1005 Graphic Design Studio</td>
<td>4</td>
</tr>
<tr>
<td>GRA1011 Typography I</td>
<td>4</td>
</tr>
<tr>
<td>GRA1160 Digital Imaging</td>
<td>4</td>
</tr>
<tr>
<td>GRA1170 Observational Drawing</td>
<td>4</td>
</tr>
<tr>
<td>GRA1195 Digital Layout</td>
<td>4</td>
</tr>
<tr>
<td>GRA2103 Design Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>GRA2110 Digital Illustration</td>
<td>4</td>
</tr>
<tr>
<td>GRA2290 Concept Design</td>
<td>4</td>
</tr>
<tr>
<td>GRA2292 Print Production</td>
<td>4</td>
</tr>
<tr>
<td>GRA2800 Web Design I</td>
<td>4</td>
</tr>
<tr>
<td>GRA2900 Portfolio I</td>
<td>2</td>
</tr>
<tr>
<td>GRA3000 Graphic Symbolism</td>
<td>4</td>
</tr>
<tr>
<td>GRA3010 History of Graphic Design</td>
<td>4</td>
</tr>
<tr>
<td>GRA3021 Typography II</td>
<td>4</td>
</tr>
<tr>
<td>GRA3060 Multimedia I</td>
<td>4</td>
</tr>
<tr>
<td>GRA3090 Digital Photography for Designers</td>
<td>4</td>
</tr>
<tr>
<td>GRA3101 Package Design</td>
<td>4</td>
</tr>
<tr>
<td>GRA3120 Digital Prepress</td>
<td>4</td>
</tr>
<tr>
<td>GRA3670 Corporate Identity and Branding</td>
<td>4</td>
</tr>
<tr>
<td>GRA3810 Collateral Design</td>
<td>4</td>
</tr>
<tr>
<td>GRA3820 Advertising Design</td>
<td>4</td>
</tr>
<tr>
<td>GRA3850 Web Design II</td>
<td>4</td>
</tr>
<tr>
<td>GRA3900 Design Marketing</td>
<td>4</td>
</tr>
<tr>
<td>GRA4000 Multimedia II</td>
<td>4</td>
</tr>
<tr>
<td>GRA4120 Professional Development for Designers</td>
<td>4</td>
</tr>
<tr>
<td>GRA4330 Art Direction</td>
<td>4</td>
</tr>
<tr>
<td>GRA4620 Mass Media Law</td>
<td>4</td>
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<tr>
<td>GRA4670 Digital Portfolio</td>
<td>4</td>
</tr>
<tr>
<td>GRA4801 Graphic Design Capstone</td>
<td>4</td>
</tr>
<tr>
<td>GRA4910 Portfolio II</td>
<td>2</td>
</tr>
</tbody>
</table>

Note: Elective courses will vary by campus based on faculty expertise. Thus, not all campuses will have the capability of offering all electives (General Education or Major) listed.
College of Arts and Sciences

Associate of Science in Graphic Design
(Offered only at the Columbia and West Palm Beach campuses)
The Associate of Science in Graphic Design program provides educational preparation for the student to serve in entry-level positions in the ever-changing and diverse field of advertising, publishing, and communications through technical and aesthetic skills. These skills are developed through hands-on experience with illustration, graphic design, computer graphics, desktop publishing, designing with type, production, and photography.

The Associate of Science in Graphic Design degree program prepares students for entry-level positions such as assistant designer, graphic designer, production artist, and/or layout artist. The program is structured so that a student can continue directly into the Bachelor of Science in Graphic Design degree.

Associate of Science in Graphic Design
90 credits

Area I Core Curriculum 36 credits

Foundation
UCV1000 Strategies for Success 4

ITS1001 Computers and Internet Literacy 4

Mathematics/Science
Math Elective (choose one): MAT1001 Intermediate Algebra 4

MAT1002 College Math

BID1020 Biology I 4

Humanities
ENG1001 Composition I 4

ENG1002 Composition II/Literature 4

ENG2001 Composition III 4

SPC1026 Public Speaking 4

Social Sciences
Social Science Elective (choose one):
PSY1001 Psychology 4

SOC1001 Sociology 4

Area II Major Curriculum 54 credits

GRA1000 Drawing and Perspective 4

GRA1001 Color Fundamentals 4

GRA1004 Design Fundamentals 4

GRA1005 Graphic Design Studio 4

GRA1170 Observational Drawing 4

GRA1160 Digital Imaging 4

GRA1101 Typography I 4

GRA1195 Digital Layout 4

GRA2105 Design Fundamentals 4

GRA2110 Digital Illustration 4

GRA2290 Concept Design 4

GRA2292 Print Production 4

GRA2800 Web Design I 4

GRA2900 Portfolio I 2

Legal Studies

Bachelor of Science in Legal Studies
The Bachelor of Science in Legal Studies program provides students with a broad academic background in general education, fundamental theoretical legal concepts, and practical applications. This program is designed for the student who is ready to take the next step in his or her career in the legal field as a paralegal or legal assistant. The graduate will be prepared for challenging assignments, including investigating cases, researching the law, and preparing documents for litigation or business transactions, while working under the supervision of an attorney.

The course work emphasizes development of keen analytical and reasoning skills, as well as foster sensitivity to cultural and political diversity. Graduates can become contributing members of the legal team as paralegals in law firms, banks, insurance companies, government agencies, and large corporations. A paralegal is a person who performs specifically delegated substantive legal work, for which a lawyer is responsible, but cannot give legal advice, set fees, or represent clients in court.

Bachelor of Science in Legal Studies 180 credits

Area I Core Curriculum 88 credits

Business Foundation
Approved Business Elective 4

UCV1010 Keyboarding I 4

UCV1021 Introduction to Word Processing 4

BUS2023 Business Communications 4

BUS2022 Computer and Internet Literacy 4

BUS2021 Spreadsheet & Database Applications 4

BUS1038 Business Law I 4

BUS2038 Business Law II 4

Mathematics/Science
BIO1020 Biology I 4

BIO1021 Biology II 4

MAT1001 Intermediate Algebra 4

MAT1002 College Mathematics 4

Humanities
SFC1026 Public Speaking 4

ENG1001 Composition I/Essay 4

ENG1002 Composition II/Literature 4

ENG2001 Composition III 4

Social Science
PSY1001 General Psychology 4

SOC1001 Introduction to Sociology 4

POL2036 American Government 4

Personal Development
UCV1000 Strategies for Success 4

Approved Elective 4

Area II Major Curriculum 92 credits

Legal Studies Foundation
LGS1004 Torts and Remedies 4

LGS1005 Legal Research and Writing I* 4

LGS1006 Legal Research and Writing II* 4

LGS2001 Civil Litigation* 4

LGS2002 Domestic Law 4

LGS2003 Estate Planning and Probate 4

LGS2004 Criminal Law 4

LGS2005 Real Estate Law 4

LGS2007 Computers in the Legal Office 4

LGS2099 Paralegal Externship 4

Junior Legal Studies Core
LGS3001 Bankruptcy Law 4

LGS3025 Insurance Law 4

LGS3030 Administrative Law 4

Senior Legal Studies Major
LGS4005 Advanced Legal Research and Writing 4

LGS4008 Litigation Support Management 4

LGS4005 Evidence 4

LGS4030 Employment Law 4

LGS4075 Legal Topics Seminar 4

Legal Studies Electives (Choose 4 classes) 16

LGS3008 Worker’s Compensation Law 4

LGS3009 International Law 4

LGS3040 Constitutional Law 4

LGS3050 Immigration Law 4

LGS4020 Advanced Real Estate 4

LGS4050 Environmental Law 4

LGS4065 Intellectual Property 4

LGS4089 Legal Externship II 4

*Cannot be taken via online. Online students should contact their academic advisor for information on completing these requirements.
Associate of Science in Paralegal Studies

The paralegal studies program provides educational preparation for individuals to serve as paralegals or legal assistants. In keeping with the demands of professionalism, the paralegal program consists of specialized course work and a supervised externship in selected legal settings both public and private, such as police administration, law firms, real estate companies, title companies, bank and trust agencies, and judicial offices. Extensive practical training prepares graduates, under the supervision of an attorney, to perform most of the functions in a legal office, including but not limited to, interviewing clients and preparing legal documents and cases for trial with the exceptions that they cannot give legal advice, set fees, or represent clients in court.

<table>
<thead>
<tr>
<th>Area I Core Curriculum</th>
<th>104 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Foundation</td>
<td>4 credits</td>
</tr>
<tr>
<td>UVC1010 Keyboard I</td>
<td>4</td>
</tr>
<tr>
<td>UVC1021 Introduction to Word Processing</td>
<td>4</td>
</tr>
<tr>
<td>BUS2023 Business Communications</td>
<td>4</td>
</tr>
<tr>
<td>Approved Business Elective</td>
<td>4</td>
</tr>
<tr>
<td>Approved Computer Elective</td>
<td>4</td>
</tr>
<tr>
<td>Selection from:</td>
<td></td>
</tr>
<tr>
<td>ITS1001 Computer and Internet Literacy</td>
<td>4</td>
</tr>
<tr>
<td>BUS2021 Spreadsheet &amp; Database Applications</td>
<td>4</td>
</tr>
<tr>
<td>BUS2038 Business Law I</td>
<td>4</td>
</tr>
<tr>
<td>BUS2038 Business Law II</td>
<td>4</td>
</tr>
<tr>
<td>Mathematics/Science</td>
<td>4 credits</td>
</tr>
<tr>
<td>Math Elective, select from:</td>
<td>4</td>
</tr>
<tr>
<td>MAT1001 Intermediate Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MAT1002 College Math</td>
<td>4</td>
</tr>
<tr>
<td>*BIO1020 Biology I</td>
<td>4</td>
</tr>
<tr>
<td>Humanities</td>
<td>4 credits</td>
</tr>
<tr>
<td>SPC1026 Public Speaking</td>
<td>4</td>
</tr>
<tr>
<td>ENG1001 Composition II/essay</td>
<td>4</td>
</tr>
<tr>
<td>ENG1002 Composition II/Literature</td>
<td>4</td>
</tr>
<tr>
<td>ENG2001 Composition III</td>
<td>4</td>
</tr>
<tr>
<td>Personal Development</td>
<td>4 credits</td>
</tr>
<tr>
<td>UVC1000 Strategies for Success</td>
<td>4</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>4 credits</td>
</tr>
<tr>
<td>Approved Social Sciences Elective (Choose 1 from the following)</td>
<td>4</td>
</tr>
<tr>
<td>SOC1001 Introduction to Sociology</td>
<td>4</td>
</tr>
<tr>
<td>POL2076 American Government</td>
<td>4</td>
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</table>

Area II Major Curriculum

<table>
<thead>
<tr>
<th>44 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>LGS1001 Introduction to Paralegalism**</td>
</tr>
<tr>
<td>LGS1004 Torts and Remedies</td>
</tr>
<tr>
<td>LGS1005 Legal Research and Writing I**</td>
</tr>
<tr>
<td>LGS1006 Legal Research and Writing II**</td>
</tr>
<tr>
<td>LGS2001 Civil Litigation**</td>
</tr>
<tr>
<td>LGS2002 Domestic Law</td>
</tr>
<tr>
<td>LGS2003 Estate Planning and Probate</td>
</tr>
<tr>
<td>LGS2004 Criminal Law</td>
</tr>
<tr>
<td>LGS2005 Real Estate Law</td>
</tr>
<tr>
<td>LGS2007 Computers in the Legal Office</td>
</tr>
<tr>
<td>LGS2009 Paralegal Internship</td>
</tr>
</tbody>
</table>

*Students at the Columbia and Montgomery campuses may take an additional social science elective instead of BIO1020. **Cannot be taken via online. Online students should contact their academic advisor for information on completing these requirements.

**Cannot be taken via online. Online students should contact their academic advisor for information instead of BIO1020.

Bachelor of Liberal Arts in Interdisciplinary Studies

The Bachelor of Liberal Arts in Interdisciplinary Studies program is designed to meet the needs of students who desire an integrated educational experience. The program combines coursework across a variety of disciplines to allow exploration of different perspectives in personal and professional endeavors. Students build a foundation of learning in general studies and the Liberal Arts and Sciences before proceeding to potential concentrations in business administration, information technology, criminal justice, psychology, healthcare delivery or public health.

Bachelor of Liberal Arts in Interdisciplinary Studies

<table>
<thead>
<tr>
<th>180 credits</th>
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</thead>
<tbody>
<tr>
<td>General Studies</td>
</tr>
<tr>
<td>Professional Development</td>
</tr>
<tr>
<td>UVC1000 Strategies for Success</td>
</tr>
<tr>
<td>ITS1000 Computer and Internet Literacy</td>
</tr>
<tr>
<td>English and Public Speaking</td>
</tr>
<tr>
<td>ENG1001 English Composition I</td>
</tr>
<tr>
<td>ENG1002 English Composition II/Literature</td>
</tr>
<tr>
<td>ENG2001 English Composition III</td>
</tr>
<tr>
<td>ENG2002 World Literature</td>
</tr>
<tr>
<td>Mathematics</td>
</tr>
<tr>
<td>MAT1001 Intermediate Algebra</td>
</tr>
<tr>
<td>MAT1002 College Mathematics</td>
</tr>
<tr>
<td>MAT2058 Statistics</td>
</tr>
<tr>
<td>Sciences</td>
</tr>
<tr>
<td>BIO1020 Biology I</td>
</tr>
<tr>
<td>BIO1021 Biology II</td>
</tr>
<tr>
<td>Social Sciences</td>
</tr>
<tr>
<td>POL2076 American Government</td>
</tr>
<tr>
<td>PSY1001 General Psychology</td>
</tr>
<tr>
<td>SOC1001 Introduction to Sociology</td>
</tr>
<tr>
<td>Humanities</td>
</tr>
<tr>
<td>HIS1001 U.S. History I</td>
</tr>
<tr>
<td>HIS1002 U.S. History II</td>
</tr>
<tr>
<td>PHI2031 Introduction to Philosophy</td>
</tr>
<tr>
<td>Liberal Arts and Sciences Coursework</td>
</tr>
<tr>
<td>The courses below are examples that would fulfill the requirements within each area of coursework. Consideration would be given to transfer of credit for courses at the 2000-level and above within each area as potential course substitutions.</td>
</tr>
<tr>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>HUM1001 History of Art through the Middle Ages</td>
</tr>
<tr>
<td>HUM1002 History of Art from the Middle Ages to Modern Times</td>
</tr>
<tr>
<td>HUM2101 World Civilization</td>
</tr>
<tr>
<td>HUM2102 World Civilization II</td>
</tr>
<tr>
<td>Mathematics and Sciences</td>
</tr>
<tr>
<td>BIO1015 Pathophysiology</td>
</tr>
<tr>
<td>BIO2070 Microbiology</td>
</tr>
<tr>
<td>BIO2071 Microbiology Lab</td>
</tr>
<tr>
<td>BIO3340 Principles of Genetics</td>
</tr>
<tr>
<td>CHM1010 General Chemistry</td>
</tr>
<tr>
<td>NUT2059 Nutrition</td>
</tr>
<tr>
<td>Social and Behavioral Sciences</td>
</tr>
<tr>
<td>ECO2071 Principle of Microeconomics</td>
</tr>
<tr>
<td>ECO2072 Principles of Macroeconomics</td>
</tr>
<tr>
<td>PSY2022 Human Growth and Development</td>
</tr>
<tr>
<td>CRJ1001 Introduction to the Criminal Justice and Law Enforcement</td>
</tr>
<tr>
<td>BUS2101 Introduction to Business</td>
</tr>
<tr>
<td>IDS4999 Capstone in Interdisciplinary Studies</td>
</tr>
<tr>
<td>Concentration Coursework</td>
</tr>
<tr>
<td>Concentration One</td>
</tr>
<tr>
<td>Concentration Two</td>
</tr>
<tr>
<td>Concentration Three</td>
</tr>
</tbody>
</table>

Students select three of the following concentrations, completing five courses within the list of courses for each concentration. Two of the five courses taken must be at the 3000-level and above. Consideration would be given to transfer of credit in each concentration for courses at the 2000-level and above as potential course substitutions. Other potential concentration disciplines may be considered with approval of the appropriate College Dean(s).
## College of Arts and Sciences

### Business Administration
- **ACC1001** Accounting I 4
- **ACC1002** Accounting II 4
- **BUS2023** Business Communications 4
- **FIN2030** Introduction to Finance 4
- **MKT2009** Principles of Marketing 4
- **MKT3102** Principles of Management 4
- **FIN3030** Corporate Finance 4
- **MKT3009** Marketing Management 4
- **MKT3102** Organizational Behavior 4
- **MGT4057** Global Business Management 4

### Information Technology
- **ITS1101** Foundations of Information Technology 4
- **ITS1103** Ethics and Information Technology 4
- **ITS1104** Human-Computer Interface 4
- **ITS2103** Networking Fundamentals 4
- **ITS2104** Programming Logic 4
- **ITS2106** Programming I 4
- **ITS2110** Database Design and Development 4
- **ITS2111** Multimedia and Web Development 4
- **ITS3100** Software Engineering Fundamentals 4
- **ITS3101** Advanced Operating Systems and Architecture 4
- **ITS3110** IT Security: Assess and Protection 4
- **ITS3111** Applied Systems Analysis 4

### Criminal Justice
- **CRJ1101** Introduction to Criminal Justice and Law Enforcement 4
- **CRJ1102** Introduction to Criminal Courts and Corrections 4
- **CRJ2002** Criminal Law 4
- **CRJ2004** Ethics in Criminal Justice 4
- **CRJ3010** Deviant Behaviors 4
- **CRJ3011** Criminology 4
- **CRJ3012** Introduction to Juvenile Delinquency 4
- **CRJ3025** Comparative Criminal Justice Systems 4

### Psychology
- **PSY2010** Abnormal Psychology 4
- **PSY3010** Social Psychology 4
- **PSY3020** Personality 4
- **PSY3400** Sensation and Perception 4
- **PSY3500** Motivation 4
- **PSY3520** Child/Adolescent Development 4
- **PSY3530** Adult Development 4
- **PSY3540** Elderly Development 4

### Healthcare Delivery
- **AHS1001** Medical Terminology 4
- **HCM2001** Issues in Public Health 4
- **HCM2002** Healthcare Delivery Systems 4
- **HCM2003** Issues and Trends in the Healthcare Industry 4
- **HSC3010** Long-Term Care 4
- **HSC3015** Behavioral Health 4
- **HSC3120** Managed Care 4
- **HSC3300** Federal and State Health Programs 4

### Public Health
- **AHS1001** Medical Terminology 4
- **HCM2001** Issues in Public Health 4
- **HCM2002** Healthcare Delivery Systems 4
- **HSC2010** Medical Sociology 4
- **HSC4010** Epidemiology and Disease Control 4
- **HSC4020** Health Prevention and Wellness 4
- **HSC4030** Women and Minority Health Issues 4
- **HSC4040** Emergency and Disaster Management 4
The South University College of Business offers six master’s degrees on ground and through South University Online including the Master of Business Administration (MBA), the Accelerated Master of Business Administration, the Master of Business Administration in Healthcare Administration, Master of Science in Information Systems and Technology, Master of Science in Leadership and Master of Public Administration.

The College of Business includes programs leading to either a Bachelor of Business Administration (BBA) degree, Bachelor of Science in Healthcare Management, Bachelor of Science in Information Technology, Associate of Science degree in Accounting, Business Administration or Information Technology. Each program is built on a strong foundation of general studies in mathematics, science, language arts, and the social sciences. The University expects that this diversity of study will produce graduates who will do well in business and find meaning and significance in life.

Business Administration and Accounting

Master of Business Administration

The South University Master of Business Administration (MBA) program is designed to provide students with a process based curriculum versus the standard functional based curriculum. The foundation provides a firm grounding in economics, decision-making, behavioral sciences, and strategic environment. The core presents a functional approach to the long run and short run decisions that must be made to deliver goods and services to constituents. Students may choose one of eight specializations or mix courses for a general MBA.

### Master of Business Administration

<table>
<thead>
<tr>
<th>Foundation</th>
<th>48 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA5001 Organization Behavior and Communication</td>
<td>4</td>
</tr>
<tr>
<td>MBA5002 Microeconomics and Decision Making</td>
<td>4</td>
</tr>
<tr>
<td>MBA5005 Law and Ethics for Managers</td>
<td>4</td>
</tr>
<tr>
<td>MBA5008 Quantitative Analysis and Decision Making</td>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Core</th>
<th>12 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6010 Managerial Finance</td>
<td>4</td>
</tr>
<tr>
<td>MBA6011 Strategic Marketing</td>
<td>4</td>
</tr>
<tr>
<td>MBA6012 Operations and Supply Chain Management</td>
<td>4</td>
</tr>
</tbody>
</table>

### Specializations

Students may choose one specialization or may mix the following courses for a general MBA without specialization. In any case a minimum of four courses must be taken from the following.

Four courses in a discipline constitute a specialization. The prerequisites are the core courses.

#### Accounting Specialization

<table>
<thead>
<tr>
<th>16 credits</th>
</tr>
</thead>
</table>

| MBA6301 External Auditing and Assurance* | 4 |
| MBA6302 Advanced Financial Accounting* | 4 |
| MBA6303 Advanced Financial Reporting* | 4 |
| MBA6304 Advanced Taxation* | 4 |
| MBA6305 Advanced Accounting Information Systems | 4 |
| MBA6306 Forensic and Fraud Auditing | 4 |
| MBA6307 Corporate Controllership | 4 |
| MBA6308 Accounting Services Consulting | 4 |

*Courses within the Accounting Specialization that help prepare students for the content covered by the CPA examination.

#### Entrepreneurship and Small Business Specialization

<table>
<thead>
<tr>
<th>16 credits</th>
</tr>
</thead>
</table>

| MBA6710 Entrepreneurial Organizations and Small Businesses | 4 |
| MBA6720 New Venture Creation | 4 |
| MBA6725 Entrepreneurial Finance, Venture Capital, and IPOs | 4 |
| MBA6730 Legal Environment of Entrepreneurship and Small Business | 4 |

#### Finance Specialization

<table>
<thead>
<tr>
<th>16 Credits</th>
</tr>
</thead>
</table>

| MBA6401 Global Financial Management | 4 |
| MBA6402 Entrepreneurial Finance, Venture Capital, and IPOs | 4 |
| MBA6403 Financial Instruments and Markets | 4 |
| MBA6404 Mergers, Acquisitions, and Corporate Restructuring | 4 |
| MBA6405 Investment and Portfolio Management | 4 |

#### Hospitality Administration Specialization

<table>
<thead>
<tr>
<th>16 credits (available online only)</th>
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</thead>
</table>

| MBA6510 Contemporary Issues in Global Hospitality Management | 4 |
| MBA6520 Hospitality Finance and Revenue Management* | 4 |
| MBA6530 Franchising and Chain Management within the Hospitality Industry | 4 |
| MBA6540 Consumer Behavior and Marketing within the Hospitality Industry | 4 |
| MBA6550 Hospitality Systems and Policy Formulation* | 4 |

*(Required course for the specialization)

#### International Business Specialization

<table>
<thead>
<tr>
<th>16 credits (available online only)</th>
</tr>
</thead>
</table>

| MBA6601 Strategic Human Resources Management | 4 |
| MBA6602 Legal Environment of Employment Relationships | 4 |
| MBA6603 Organizational Staffing and Development | 4 |
| MBA6604 Organizational Compensation and Benefits | 4 |
| MBA6605 Organizational Development and Change Management | 4 |

#### Marketing Specialization

<table>
<thead>
<tr>
<th>16 credits (available online only)</th>
</tr>
</thead>
</table>

| MBA6701 Global Financial Management | 4 |
| MBA6704 Global Strategic Management | 4 |
| MBA6705 Global Importing and Exporting | 4 |
| MBA6706 Global Human Resources | 4 |
| MBA6710 Portfolio Management and Shipping Administration | 4 |

#### Sustainability Specialization

<table>
<thead>
<tr>
<th>16 Credits (available online only)</th>
</tr>
</thead>
</table>

| MBA6810 Sustainability for Businesses | 4 |
| MBA6815 Product Stewardship and Sustainability | 4 |
| MBA6820 Climate Change Strategies for Business Sustainability | 4 |
| MBA6825 Sustainability Strategies in Developing Economies | 4 |
| MBA6830 Innovation and Sustainability | 4 |

#### Capstone (Required):

| MBA4993 Strategic Development and Implementation | 4 |

| Total Hours | 48 |

### Accelerated Master of Business Administration

The Accelerated Master of Business Administration program is designed for the working professional in a variety of industries and areas with at least five years of business or appropriate employment experience seeking to develop a greater understanding of the concepts, organizational structures and strategies driving today’s business environment. This is a high-level, intensive program presented from a management perspective and designed to be completed in less than one year of 24, Saturday only classes over the course of the program. Weekend classes are supple-
College of Business

mented with Internet-mediated coursework. Each of the 12 courses includes a guest speaker or business leader specifically chosen to illustrate specific areas of the curriculum or to demonstrate practical aspects of AMBA subject matter.

<table>
<thead>
<tr>
<th>Accelerated Master of Business Administration</th>
<th>48 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC5606  Financial Accounting and Reporting</td>
<td>4</td>
</tr>
<tr>
<td>LEA5125  Leadership Ethics, Culture &amp; Politics</td>
<td>4</td>
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<tr>
<td>MBA5001  Organization Behavior &amp; Communication</td>
<td>4</td>
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<tr>
<td>MBA5005  Law and Ethics for Managers</td>
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<tr>
<td>MBA5008  Quantitative Analysis and Decision Making</td>
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<tr>
<td>MBA6010  Managerial Finance</td>
<td>4</td>
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<tr>
<td>MBA6101  Strategic Marketing</td>
<td>4</td>
</tr>
<tr>
<td>MBA6102  Operations and Supply Chain Management</td>
<td>4</td>
</tr>
<tr>
<td>MBA6103  Human Resources Management</td>
<td>4</td>
</tr>
<tr>
<td>MBA6105  Organization Development and Change Management</td>
<td>4</td>
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<tr>
<td>MBA6110  Sustainability in Business</td>
<td>4</td>
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<tr>
<td>MBA8999  Strategic Development and Implementation</td>
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</tr>
</tbody>
</table>

Bachelor of Business Administration

The Bachelor of Business Administration degree focuses on preparing students with the knowledge and skills they will need to advance their business careers or explore new opportunities. With courses such as Organizational Change Management, Strategic Management and Advanced Organizational Development, students will discover how to adapt business strategies to accommodate changing marketplace conditions. Courses that include Managerial Communications, Dynamic Decision Making and Leadership will provide students with opportunities to understand and apply effective leadership skills. Through case studies and intensive projects, students will gain the ability to assess organizational needs and implement effective improvement scenarios.

BBA students will also be given the chance to tailor their degree studies by selecting from nine areas of specialization: Accounting, Construction Management, Finance, Hospitality Management, Human Resources Management, Management and Leadership, Marketing, Real Estate or Supply Chain Management and Logistics. The BBA program culminates in a capstone project, a two-course sequence that focuses on the students' area of emphasis and allows the student to apply the concepts and skills he or she has learned in real and simulated business situations. Graduates from the BBA program will be prepared to pursue careers in a variety of fields, including accounting, construction management, financial services, economics, personnel resources and sales and marketing.

Areas of Specialization

Accounting

Provides courses in accounting that help prepare students for careers in corporate and/or public accounting. Additional graduate level coursework, such as that contained in South University’s MBA with an Accounting Specialization, may be required to qualify to take the CPA Examination and/or to be licensed in the four states where South University has campuses offering the business curriculum. Students should familiarize themselves with the requirements of the State Board of Accountancy in the particular state in which they wish to take the exam.

Construction Management

This specialization develops fundamental construction knowledge and skills that combine with the knowledge and skills gained from the core BBA courses to provide graduates with the essential knowledge and skills needed for the successful management of construction projects and businesses. Graduates with this specialization would have integrated a solid foundation in business fundamentals with essential skills in construction management to make them suitably prepared for entry-level management positions in construction and construction-related industries.

Finance

Provides courses in financial operations, services and techniques, including financial statement analysis, international finance, enterprise risk management, investments and portfolio management.

Hospitality Management

Specialization in Hospitality Management is designed to prepare students for first and second tier management employment within the hospitality industry. The focus of the program is to develop a specific understanding of the industry, while developing critical skills and management perspectives key to the hospitality industry.

Human Resources Management

This specialization provides courses for students who desire careers in areas such as recruiting, staffing, compensation, benefits, and personnel development.

Management and Leadership

Prepares students with the skills and knowledge they'll need to supervise employees, manage organizational costs, and oversee organizational development to improve overall business outcomes.

Marketing

Presents a variety of courses that represent various marketing disciplines, including sales, advertising, public relations, market research and consumer behavior.

Real Estate

This specialization provides students with the requisite knowledge, terminology, and analytical skills utilized within the commercial investment and corporate real estate industry. Such as equity and debt financing, property and land development processes, and appraisal and valuation techniques.

Supply Chain Management and Logistics

This specialization provides courses for students with interests in the coordinated management of sourcing, procurement, conversion, and logistics activities for the production and delivery of goods and services.

Bachelor of Business Administration | 180 credits

<table>
<thead>
<tr>
<th>Area I Core Curriculum</th>
<th>100 credits</th>
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<tbody>
<tr>
<td>Business Foundations</td>
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<tr>
<td>ACC1001 Accounting I</td>
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<td>ACC1002 Accounting II</td>
<td>4</td>
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<tr>
<td>ACC1003 Accounting III</td>
<td>4</td>
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<tr>
<td>BUS2023 Business Communication</td>
<td>4</td>
</tr>
<tr>
<td>BUS1038 Business Law I</td>
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<tr>
<td>BUS1101 Introduction to Business</td>
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<tr>
<td>ITS1000 Computer and Internet Literacy</td>
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<tr>
<td>ECO2271 Principles of Microeconomics</td>
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<td>ECO2272 Principles of Macroeconomics</td>
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<td>MGT2037 Principles of Management</td>
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<td>MKT2009 Principles of Marketing</td>
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<td>FIN2030 Introduction to Finance</td>
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<th>General Education</th>
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<tr>
<td>Math</td>
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<table>
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<tr>
<th>Science</th>
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<tbody>
<tr>
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<td>BIO1021 Biology II</td>
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<td>ENGL102 Composition II/Literature</td>
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<tr>
<td>ENGL201 Composition III</td>
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<tr>
<td>HIS 1101 U.S. History</td>
<td>4</td>
</tr>
<tr>
<td>HIS 1102 U.S. History II</td>
<td>4</td>
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<tr>
<td>SPC1026 Public Speaking</td>
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</table>

<table>
<thead>
<tr>
<th>Electives</th>
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<tr>
<td>Students choose two courses from the following list:</td>
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<td>HUM1001 History of Art through the Middle Ages</td>
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<tr>
<td>HUM1002 History of Art from the Middle Ages to Modern Times</td>
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</table>
College of Business

Core Courses 56 credits
- MIS3101 Application of Management Information Systems 4
- FIN3030 Corporate Finance 4
- BUS3101 Dynamic Decision Making 4
- MGT4027 Global Business Management 4
- BUS3041 Managerial Communication 4
- MGT3059 Operations Management 4
- MGT4099 Advanced Operations Management 4
- MGT3092 Organizational Behavior 4
- BUS3055 Business Law for Commercial Transactions* 4
- BUS3058 Quantitative Business Analysis 4
- BUS4101 Quality Management 4
- MKT3009 Marketing Management 4

*Students taking the Construction Management specialization will take CON4025 Construction Law, Contracts, and Safety instead of BUS3056 Business Law for Commercial Transactions.

Capstone Sequence
- MGT4070 Strategic Management (Capstone Course 1) 4
- BUS4098 Business Simulation (Capstone Course 2) 4

Electives Content Specializations
Students must choose four courses (16 credits), from the following emphasis areas to complete the elective requirements. They may choose to take a majority of courses from one specialization area or to take a combination of courses from any of the five areas.

Construction Management
- CON3000 Construction Materials, Methods, and Equipment 4
- CON3020 Construction Design Communications 4
- CON4010 Essentials of Construction Cost Estimation 4
- CON4015 Construction Project Planning and Scheduling 4
- CON4020 Construction Project Management 4

Finance
- FIN4101 Enterprise Risk Management 4
- FIN4060 Financial Statement Analysis 4
- FIN3031 International Finance 4
- FIN4035 Investments and Portfolio Management 4
- ECO3007 Money and Banking 4

Hospitality Management
- HSM3001 Principles of Hospitality Management* 4
- HSM3005 Hospitality Management Operations* 4
- HSM3100 Hospitality Law 4
- HSM3200 Managing Employee Relations in the Hospitality Industry 4
- HSM3300 Hospitality Facilities Planning 4
- HSM3400 Managing Conventions and Meeting Planning 4
- HSM4400 Hospitality Strategic Management* 4

Human Resources Management
- HRM4010 Employment Law 4
- HRM4020 Workforce Staffing, Recruitment and Placement 4
- HRM4030 Workforce Compensation and Benefits 4
- HRM4040 Workforce Training and Development 4
- HRM4050 Employee and Labor Relations 4
- MGT3045 Human Resources Management 4

Management and Leadership
- MGT4054 Small Business Management 4
- FIN4055 Financial Management for Small Business 4
- MGT3102 Leadership 4

Marketing
- MKT4102 Consumer Behavior and Marketing Research 4
- MKT4103 Marketing, Sales and Channel Management 4
- MKT4104 Retail Marketing 4
- MKT4105 Services Marketing 4
- MKT4106 Advertising and Promotion 4

Real Estate
- REA3001 Introduction to Real Estate* 4

Supply Chain Management and Logistics
- BUS4101 Quality Management 4
- MGT4210 Logistics & Transportation Management 4
- MGT4220 Purchasing & Vendor Management 4
- MGT4230 Supply Chain & Logistics Modeling & Simulation 4
- MGT3035 Fund of Project Management 4
- MGT3050 Organizational Change Management 4

Bachelor of Business Administration, Accounting Specialization 180 credits

Area I Core Curriculum 100 credits

Business Foundations 48 credits
- ACC1001 Accounting I 4
- ACC1002 Accounting II 4
- ACC1003 Accounting III 4
- BUS3038 Business Law 4
- BUS2023 Business Communication 4
- BUS1101 Introduction to Business 4
- ITS1000 Computer and Internet Literacy 4
- ECO2071 Principles of Microeconomics 4
- ECO2072 Principles of Macroeconomics 4
- FIN2030 Introduction to Finance 4
- MKT2373 Principles of Management 4
- MKT2509 Principles of Marketing 4

Area II Major Curriculum 80 credits

Total General Education Credits 60 credits

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Accounting Specialization
ACC4050 Internal Auditing and Assurance 4
ACC4010 Federal Taxation I 4
ACC4020 Federal Taxation II 4
ACC4035 Governmental and Not-for-profit Accounting 4

Capstone Sequence
MG1430 Strategic Management (Capstone Course 1) 4
BUS4098 Business Simulation (Capstone Course 2) 4

Associate of Science in Accounting

The A.S. Accounting is designed to provide students with the appropriate background, knowledge, and skills they need for entry into the field of accounting and bookkeeping. Graduates are prepared to seek entry-level employment in such diverse sectors as business, health, government, education, manufacturing, and social services. To acquire the broad based flexibility to enter these areas, students learn the accounting cycle, accounting procedures for merchandising, and the basics of cost accounting. In addition, they learn how to work with balance sheets, income statements, and statements of changes in financial position and how to prepare a statement of cash flow. The program provides a strong academic foundation for transfer into the bachelor of business administration program.

Associate of Science 92 credits
Area I Core Curriculum 56 credits

Business Foundation
ACC1001 Accounting I 4
BUS1101 Introduction to Business 4
ITS1005 Computer and Internet Literacy 4
BUS2033 Business Communications 4
ECO2072 Principles of Microeconomics 4

Mathematics/Science
MAT1002 College Mathematics 4
*BIO1020 Biology I 4

Humanities
SPC1026 Public Speaking 4
ENG1001 Composition I 4
ENG2001 Composition II/Literature 4

Personal Development
UVC1000 Strategies for Success 4

Social Sciences
Approved Social Science elective (PSY1001 or SOC1001) 4
ECO2071 Principles of Microeconomics 4

Area II Major Curriculum 36 credits

ACC1002 Accounting II 4
ACC1003 Accounting III 4
BUS1038 Business Law I 4
FIN2030 Introduction to Finance 4
MG1237 Principles of Management 4
BUS2038 Business Law II 4
Approved Elective 4
Approved Elective 4

*Students at the Columbia and Montgomery campuses may take an additional social science elective instead of BIO1020.

Associate of Science in Business Administration with Specialization in Hospitality Management

The Associate of Science in Business Administration with a specialization in Hospitality Management is designed to prepare students for entry-level and first-tier management employment within the hospitality industry. The focus of the program is to develop a specific understanding of the industry, while developing critical skills specifically oriented towards hospitality. Students will learn about operations and management skills that can prepare them for entry level management positions in hotels, restaurants, timeshare operations, clubs, contract management, catering, extended living properties, beverage management, amusement management, gaming operations, and cruise-line management. Students completing this degree can enter into a career within an industry which is one of the leading growth industries world-wide in regards to economic growth and employment.

Associate of Science in Business Administration with Specialization in Hospitality Management 92 credits
Area I Core Curriculum 56 credits

Business Foundation
ACC1001 Accounting I 4
BUS1101 Introduction to Business 4
ITS1005 Computer and Internet Literacy 4
BUS2033 Business Communications 4

Mathematics/Science
MAT1002 College Mathematics 4
*BIO1020 Biology I 4

Humanities
SPC1026 Public Speaking 4
ENG1001 Composition I 4
ENG2001 Composition II/Literature 4

Social Sciences
Approved Social Science elective (PSY1001 or SOC1001) 4
ECO2071 Principles of Microeconomics 4

Area II Major Curriculum 36 credits

ACC1002 Accounting II 4
ACC1003 Accounting III 4
BUS1038 Business Law I 4
FIN2030 Introduction to Finance 4
MG1237 Principles of Management 4
BUS2038 Business Law II 4
Approved Elective 4
Approved Elective 4

*Students at the Columbia and Montgomery campuses may take an additional social science elective instead of BIO1020.
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Elective I
- HSM1500 Purchasing and Cost Control 4

Elective II
- HSM2100 Lodging Operations Management** 4
- HSM2100 Retail Operations Management** 4

*Students at the Columbia and Montgomery campuses may take an additional social science elective instead of BIO1020
**Students select one

Healthcare Administration/Management

Master of Business Administration, Healthcare Administration
The Master of Business Administration, Healthcare Administration prepares students for a leadership role in the healthcare delivery system. The program is founded with the philosophy that healthcare leaders require strong business competencies and management skills to be successful. The curriculum is designed to prepare students with a sound foundation in business analysis and decision-making, followed by a specialization in healthcare administration.

The business foundation is achieved through a foundation and core that is common to all students in the MBA program regardless of their specialization. The curriculum begins with business foundation courses in microeconomics and decision-making, organization behavior and strategic management. Next, students take a cross functional MBA Core with courses in business analysis, firm and market development, managing firm operations and managing the supply chain. Following the MBA Core, students enter the healthcare specialization track.

Bachelor of Science in Healthcare Management 180 credits
Area I Core Curriculum 104 credits

Bachelor of Science in Healthcare Management

Foundation 12 credits
- MBA5001 Organization Behavior and Communication 4
- MBA5002 Microeconomics and Decision Making 4
- MBA5003 Strategic Environment 4

Core 16 credits
- MBA6001 Business Analysis 4
- MBA6002 Firm and Market Development 4
- MBA6003 Managing Firm Operations 4
- MBA6004 Managing the Supply Chain 4

Healthcare Administration 16 credits
- MHC6301 Healthcare Structure, Organization and Governance 4
- MHC6302 Public Health Organization and Management 4
- MHC6304 Quality Performance and Management 4
- MHC6305 Financial Management of Healthcare Organizations 4

Capstone (Required) 4 credits
- MHC6300 Case Studies in Healthcare Administration 4

Bachelor of Science in Healthcare Management
The Bachelor of Science in Healthcare Management program provides a strong foundation in both general education and business, with a special concentration in healthcare management. The program begins with liberal arts courses in written and verbal communication, quantitative skills, critical thinking, history, philosophy, economics, math, science, and information management and technology.

Students then work to develop skills and knowledge in basic management theory and practice through courses in management, accounting, finance, organization behavior and human resource management. Health services management courses include public health issues, the structure and function of health organizations, leadership in healthcare organizations, health finance, health ethics and law, health economics and healthcare marketing and strategy. Students receive practical experience through an internship program with healthcare facilities that might include hospitals, nursing homes, ambulatory care facilities, physician practices, and pharmaceutical and medical equipment companies.

The Bachelor of Science in Healthcare Management is founded with the premise that successful healthcare managers need to have superb business skills. Therefore, the curriculum is heavily weighted in business courses during the first two years and then special courses in healthcare management in the second two years. South University strives to present academic programs that emphasize the industry familiarity, personal traits and business acumen required for a successful entry into the field of healthcare management.

Bachelor of Science in Healthcare Management 180 credits
Area I Core Curriculum 104 credits

Business Foundation
- ACC1001 Accounting I 4
- ACC1002 Accounting II 4
- ITS1006 Computer and Internet Literacy 4
- FIN2030 Introduction to Finance 4
- MGT2037 Principles of Management 4
- AHS1021 Medical Terminology 4
- ECO2071 Principles of Microeconomics 4
- ECO2072 Principles of Macroeconomics 4

Math/Science
- MAT1001 Intermediate Algebra 4
- MAT1002 College Mathematics 4
- MAT2058 Statistics 4
- BIO1020 Biology I 4
- BIO1021 Biology II 4

At the discretion of the faculty, students who have taken BIO1011 and BIO1013 can be given credit for BIO1020 Biology I and BIO1021 Biology II.

Humanities
- ENG1001 Composition I 4
- ENG1002 Composition II 4
- ENG2001 Composition III 4
- ENG2002 World Literature 4
- PHI1001 Introduction to Philosophy 4
- SPC1026 Public Speaking 4

Social Sciences
- PSY1001 General Psychology 4
- PSY2022 Human Growth & Development 4
- SOC1001 Introduction to Sociology 4

Personal Development
- UVC1000 Strategies for Success 4
- Business Elective 4
- Business Elective 4

Area II Major Curriculum 76 credits

Junior Business Core
- ACC1003 Accounting III 4
- HCM2001 Issues in Public Health 4
- HCM2002 Healthcare Delivery System 4
- HCM2003 Issues and Trends in the Healthcare Industry 4
- HCM3001 Health Services Organization & Delivery 4
- HCM3002 Economics of Healthcare 4
- MGT3002 Organization Behavior 4
- MGT3045 Human Resources Management 4

Healthcare Management Major
- HCM3004 Ethics and Law for Administrators 4
- HCM3005 Healthcare Finance 4
- HCM3006 Healthcare Marketing & Strategy 4
- HCM3008 Health Information Management Systems 4
- BUS3041 Managerial Communication 4
- HCM4002 Risk Management in Healthcare Settings 4
- HCM4004 Research Methods in Health Administration 4
- HCM4007 Leadership in Healthcare Organizations 4
- HCM4008 Leadership in Healthcare Organizations Internship 4
- HCM4012 Case Studies in Health Administration 4
- HCM4025 Strategic Management in Healthcare Organizations 4

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Information Systems and Technology

Master of Science in Information Systems and Technology

Graduates of the Master of Science in Information Systems and Technology will be prepared for a career in (or advancement within) a range of positions that manage information and technology in the digital organization. Program learning objectives include:

- Students will demonstrate mastery of skills in the areas of theoretical and applied computing as well as in managerial principles and practices to effectively solve a variety of real-life problems in the digital organization
- Students will demonstrate effective team and communication skills as applied to the discipline
- Students will design, develop, analyze, and evaluate information infrastructure and systems solutions

Students will demonstrate attainment of discipline specific knowledge and applications of management and operations skills in an Information Systems and Technology organization.

Master of Science in Information Systems and Technology 48 credits

Foundation 8 credits
IST5010 Information Technology Infrastructure 4
IST5020 Information System Fundamentals 4

Core 12 credits
IST6000 Principles of Systems Development 4
IST6010 Project Management 4
IST6020 Corporate Information Systems Management 4

Specialization in Information Architecture and Design
with an Emphasis in Interaction and Usability Studies 24 credits
MBA5001 Organizational Behavior and Communication 4
IST6100 Web Technologies 4
IST6102 Computer Security and Forensics 4
IST6160 Information Design and Usability 4
IST6161 Human Computer Interaction 4
IST6163 Cognitive Software Design 4

Specialization in Network Management with an Emphasis in Network Technologies and Management 24 credits
MBA5001 Organizational Behavior and Communication 4
IST6101 Web Technologies 4
IST6102 Computer Security and Forensics 4
IST6260 Networking Architectures and Protocols 4
IST6261 Network Security 4
IST6262 Networks Operation Management 4

Specialization in Information Security Studies with an Emphasis in Computer Security 24 credits
MBA5001 Organizational Behavior and Communication 4
IST6102 Computer Security and Forensics 4
IST6302 Internet Algorithms Security 4
IST6303 Network Security 4
IST6306 System Software Security 4
IST6361 Application Software Security 4

Capstone 4 credits
IST6995 Information Systems Capstone 4

Bachelor of Science in Information Technology

The Bachelor of Science in Information Technology degree focuses on preparing students with the knowledge and skills needed to understand the theoretical and applied uses of information technology in various business applications. This program provides a foundation for understanding the function and process of computer programming. Students study system analysis, design, and develop code using appropriate programming methodology. Case studies and hands-on projects help students gain the communication skills, critical thinking and technical competencies required in the workplace.

South University offers Bachelor’s degree students in Information Technology the opportunity to tailor their degree studies by selecting from three areas of specialization: Network Administration, Web Administration, and Database Administration. These areas of emphasis also represent the variety of information technology fields that students will be prepared to pursue upon graduation from the program.

The Bachelor of Science in Information Technology program culminates in a capstone project, a two-semester sequence that focuses on the student’s area of emphasis and allows the student to apply the concepts and skills he or she has learned in real and simulated business situations.

Areas of Specialization

Network Administration and Management
Students learn to design, install, configure, problem solve and troubleshoot enterprise networks, while achieving business goals by building and maintaining security solutions, LANs, and private and public networks.

Web Development and Administration
Focuses coursework on a variety of Web tools and technologies (such as multimedia, graphics, scripting, authoring tools, imaging tools and animation tools) for use in ecommerce and networking applications.

Database Development and Administration
Presents students with the opportunity to acquire the skills and experience needed to control data, design solutions for data storage (including backup and recovery operations) and transfer database information to physical devices such as wireless servers.

Bachelor of Science in Information Technology 180 credits

Area I Core Curriculum 96 credits

Information Technology 16 credits
IST5110 Foundations of Information Technology 4
IST5112 Information and Communication Systems 4
IST5123 Ethics & Information Technology 4
IST5194 Human Computer Interface 4

Business 20 credits
ACC5001 Accounting I 4
BUS5101 Introduction to Business 4
BUS5203 Business Communication 4
FIN2030 Introduction to Finance 4
MGT2037 Principles of Management 4

Humanities 24 credits
ENG1001 Composition I 4
ENG1002 Composition II, Literature 4
ENG2001 Composition III 4
SPC126 Public Speaking 4
Humanities Electives (choose two) 8
ENG2002 World Literature 4
His1101 U.S. History I 4
HUM1001 History of Art through the Middle Ages 4
HUM1002 History of Art from the Middle Ages to Modern Times 4
PHI2301 Introduction to Philosophy 4

Math/Science 20 credits
BIO1020 Biology I 4
BIO1021 Biology II 4
MAT1001 Intermediate Algebra 4
MAT1002 College Mathematics 4
MAT2058 Statistics 4

Personal Development 4 credits
UVC1000 Strategies for Success 4

Social Studies 12 credits
PSY1001 General Psychology 4
SOC1001 Introduction to Sociology 4

Area II Major Curriculum 84 credits

Core Courses 68 credits
IT52103 Networking Fundamentals 4
IT52104 Programming Logic 4
IT52105 Programming I 4
IT52106 Programming II 4
IT52110 Database Design and Development 4
IT52111 Multimedia Web Development 4
IT53100 Software Engineering Fundamentals 4
IT53101 Advanced Operating Systems and Architecture 4
IT53104 IT Security: Access and Protection 4
IT53107 Technology Industry Assessment: Tools and Products 4
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Associate of Science in Information Technology
The Associate of Science degree in Information Technology prepares graduates with entry-level knowledge and skills needed to understand the theoretical and applied uses of information technology in various business applications. Courses in the associate's degree program are transferable to the Bachelor of Science in Information Technology degree program.

### Associate of Science in Information Technology

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<tr>
<th>Core Courses</th>
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<td>Foundations of Information Technology</td>
</tr>
<tr>
<td>IT5102</td>
<td>Information and Communication Systems</td>
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<tr>
<td>IT5104</td>
<td>Human Computer Interface</td>
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<tr>
<td>ACC1001</td>
<td>Accounting I</td>
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<td>BUS1001</td>
<td>Introduction to Business</td>
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<tr>
<td>FIN2030</td>
<td>Introduction to Finance</td>
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<tr>
<td>BUS2023</td>
<td>Business Communications</td>
</tr>
<tr>
<td>MGT2037</td>
<td>Principles of Management</td>
</tr>
<tr>
<td>IT Elective (Choose one):</td>
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<tr>
<td>IT5103</td>
<td>Ethics and Information Technology</td>
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<tr>
<td>BUS2021</td>
<td>Spreadsheet and Database Applications</td>
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### Area I Core Curriculum

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<tr>
<td>Area I Core Curriculum</td>
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<td>IT5101</td>
</tr>
<tr>
<td>IT5102</td>
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<td>IT5104</td>
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<tr>
<td>ACC1001</td>
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<td>MGT2037</td>
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### Mathematics/Science

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<tr>
<td>Math Elective (Choose one):</td>
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<td>MAT1001</td>
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### Humanities

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<tbody>
<tr>
<td>SPC1026</td>
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### Personal Development

<table>
<thead>
<tr>
<th>4 credits</th>
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<tr>
<td>UVC1000</td>
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</table>

Leadership

Master of Science in Leadership
The Master of Science in Leadership focuses on providing students with the opportunity to develop skills in leadership, communication, problem solving and teamwork in a broad range of organizations. These skills are critical for successfully managing and leading organizations in today’s dynamic organizational environment.

The 12 course (48 credits) program is designed for both experienced professionals who are seeking to advance in their careers, and for individuals with limited professional experience who are seeking to develop skills that will prepare them to successfully manage and lead followers, teams, departments and organizations.

### Master of Science in Leadership

<table>
<thead>
<tr>
<th>48 credits</th>
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<tbody>
<tr>
<td>Foundation</td>
</tr>
<tr>
<td>MBA5001</td>
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<tr>
<td>LEA5100</td>
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<td>LEA5125</td>
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<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Core</td>
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<tr>
<td>LEA5130</td>
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<tr>
<td>MBA4605</td>
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<tr>
<td>MBA4606</td>
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<tr>
<td>LEA6175</td>
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<td>LEA6185</td>
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<table>
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<tbody>
<tr>
<td>Personal Leadership</td>
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<tr>
<td>LEA5140</td>
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<tr>
<td>LEA6150</td>
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<tr>
<td>LEA6180</td>
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<table>
<thead>
<tr>
<th>4 credits</th>
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</thead>
<tbody>
<tr>
<td>Capstone</td>
</tr>
<tr>
<td>LEA6999</td>
</tr>
</tbody>
</table>

*Students at the Montgomery and Columbia campuses may take an additional social science elective instead of BIO1020.*
College of Business

Public Administration

Master of Public Administration

The Master of Public Administration degree program at South University is designed to address the needs of students for applied coursework in areas of critical importance to local, state, and national governmental and non-profit organizations. The program is organized around core, specialization, elective, and capstone courses that cover a broad range of governmental and non-profit topics to help develop each student’s knowledge, skills, and abilities. This degree program integrates knowledge from other areas to provide a combination of general and specialized information in a multi-disciplinary approach. Specializations such as Non-Profit Management, Public Policy, Criminal Justice, and Information Technology allow for in-depth exploration within focused administrative areas.

Students may pursue a degree in Public Administration at South University via three paths. The first path allows students to select a specialization from relevant areas such as Non-profit Administration, Public Policy, Criminal Justice, or Information Technology. The second path allows students to follow a general degree in Public Administration, which includes the five courses within the Core Curriculum, six specific courses from the Elective Courses, and the one Capstone Course. The third path allows students to create a custom course of study by mixing courses from the specialization and elective courses for their degree program.

Master of Public Administration Degree Program 48 credits

<table>
<thead>
<tr>
<th>Core Curriculum Courses</th>
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</thead>
<tbody>
<tr>
<td>MPA5001 Foundations of Public Administration</td>
<td>4</td>
</tr>
<tr>
<td>MPA6005 Public and Non-profit Organizational Behavior</td>
<td>4</td>
</tr>
<tr>
<td>MPA5010 Public and Non-profit Budgeting and Accounting</td>
<td>4</td>
</tr>
<tr>
<td>MBA6501 Strategic Human Resources Management</td>
<td>4</td>
</tr>
<tr>
<td>MPA6001 Research and Data Analysis in Public Administration</td>
<td>4</td>
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</table>

<table>
<thead>
<tr>
<th>Specialization Courses</th>
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<tbody>
<tr>
<td>Non-profit Management Specialization</td>
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<tr>
<td>MPA6100 Non-profit Fundraising and Volunteer Development</td>
<td>4</td>
</tr>
<tr>
<td>MPA6105 Grant Writing and Contract Administration</td>
<td>4</td>
</tr>
<tr>
<td>MPA6110 Management for Non-Profit Organizations</td>
<td>4</td>
</tr>
<tr>
<td>MPA6115 Program Evaluation for Public and Non-Profit Organizations</td>
<td>4</td>
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</tbody>
</table>

| Public Policy Specialization | |
|-----------------------------||
| MPA6115 Program Evaluation for Public and Non-Profit Organizations | 4 |
| MBA6505 Legislative and Judicial Process | 4 |
| MPA6510 Economics of Public Policy | 4 |
| MPA6515 Public Policy Analysis | 4 |

| Criminal Justice Specialization | |
|---------------------------------||
| MCJ6001 Criminal Justice Administration | 4 |
| MCJ6004 Criminal Justice Planning and Innovation | 4 |
| MCJ6003 Ethics and Moral Behavior in the Criminal Justice System | 4 |
| MCJ6405 Organizational Leadership | |

| Information Systems and Technology Specialization | |
|---------------------------------------------------||
| IST5010 Information Technology Infrastructure | 4 |
| IST5020 Information Systems Fundamentals | 4 |
| IST6000 Principles of Systems Development | 4 |
| IST6025 Corporate Information Systems Management | 4 |

<table>
<thead>
<tr>
<th>Elective Courses</th>
<th>8 credits</th>
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</thead>
<tbody>
<tr>
<td>MPA6501 State and Local Government and Intergovernmental Relations</td>
<td>4</td>
</tr>
<tr>
<td>MPA6520 Legal Environment of Public Administration</td>
<td>4</td>
</tr>
<tr>
<td>ITSE6102 Computer Security and Forensics</td>
<td>4</td>
</tr>
<tr>
<td>LEA5125 Leadership Ethics, Culture, and Politics</td>
<td>4</td>
</tr>
<tr>
<td>MCJ6404 Political Terrorism</td>
<td>4</td>
</tr>
</tbody>
</table>

Capstone Course 4

| MPA6999 Strategic Challenges in Public Administration | 4 |

For students interested in pursuing the general degree in Public Administration, the following 12 courses (48 credits) must be taken:

| Foundations of Public Administration | 4 |
| MPA65005 Public and Non-profit Organizational Behavior | 4 |
| MPA6520 Legal Environment of Public Administration | 4 |
| MPA6501 Research and Data Analysis in Public Administration | 4 |
| MBA6501 Strategic Human Resources Management | 4 |
| MPA6105 Grant Writing and Contract Administration | 4 |
| MPA6115 Program Evaluation for Public and Non-Profit Organizations | 4 |
| MPA6501 State and Local Government and Intergovernmental Relations | 4 |
| MPA6505 Legislative and Judicial Process | 4 |
| LEA5125 Leadership Ethics, Culture, and Politics | 4 |
| MPA6999 Strategic Challenges in Public Administration | 4 |
The College of Health Professions educates students at the master’s, bachelor’s, and associate’s degree levels in preparation to enter the rapidly growing field of healthcare. These programs provide the academic administrative, technical, clinical, and ethical training required to become a successful healthcare professional.

Ever mindful of the need to seek the highest degree of professionalism, the faculty strives to blend the teaching of theory, clinical application, and high ethical standards.

Graduates of South University’s health professions programs are prepared to seek employment in hospitals, private physician practices, community clinics and agencies, research organizations, pharmaceutical firms, and academic institutions.

All bachelor’s and associate’s level programs are built on a strong foundation of general studies that include mathematics, physical sciences, language arts, and the social sciences. The master’s degree program is designed to help prepare students to deliver professional services. All programs are geared toward educating individuals for successful careers in healthcare business, commercial arts, counseling, education, and government.

Students wishing to enter a program in the College of Health Professions should be aware that a prior felony conviction may restrict an individual’s ability to obtain professional licensure or certification. Acceptance into a South University program or its completion does not imply or guarantee that a student will be able to obtain such licensure or certification.

### Anesthesiologist Assistant

#### Master’s Level Anesthesiologist Assistant

(Offered only at the Savannah campus)

South University, Savannah and the Mercer University School of Medicine based in Macon and Savannah, Georgia, have developed a relationship to bring together the unique resources of each institution to establish an Anesthesiologist Assistant program of the highest quality.

The program consists of 162 quarter hours of classroom, laboratory and clinical work taking place over the course of nine quarters or 28 months. The first year of the program is in the classroom and laboratory with escalating clinical responsibilities, while the second year of the program consists of multiple fulltime, month long clinical rotations in practice settings incorporating a full range of surgical procedures involving neonate through geriatric at all levels and depth of illness.

An Anesthesiologist Assistant works as a member of the anesthesia care team under the direction of a qualified Physician Anesthesiologist, administering anesthesia care to all ages, degrees of illness and for the entire spectrum of surgical procedures.

Mercer University currently provides instruction in anesthesia for medical students and surgical residents at the Macon campus and at Memorial Health University Medical Center in Savannah. Mercer’s participation in South University’s program extends beyond Anesthesiologist faculty members for the program into membership in committees (for example, the Admissions Committee, the Progress and Promotions Committee and the Curriculum Committee).

The Mercer University School of Medicine administration is represented in all governing committees to provide their medical education expertise to the program. South University, through its College of Health Professions, will provide basic science, instrumentation and monitoring and anesthesia equipment components of the program.

### College of Health Professions

Anesthesiology Assistant

Physician Assistant Studies

Health Science

Medical Assisting

Physical Therapist Assisting

Allied Health Science

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### Anesthesiologist Assistant Undergraduate Prerequisite Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>ANS5001</td>
<td>Clinical Anesthesia I (pass/fail)</td>
<td>1</td>
</tr>
<tr>
<td>ANS5020</td>
<td>Medical Terminology (Self Study) (pass/fail)</td>
<td>1</td>
</tr>
<tr>
<td>ANS5040</td>
<td>Introduction to Cardiovascular Anatomy &amp; Physiology</td>
<td>1</td>
</tr>
<tr>
<td>ANS5060</td>
<td>Introduction to Pulmonary Anatomy &amp; Physiology</td>
<td>1</td>
</tr>
<tr>
<td>ANS5081</td>
<td>Principles of Airway Management I</td>
<td>2</td>
</tr>
<tr>
<td>ANS5100</td>
<td>Physics of Anesthesia</td>
<td>2</td>
</tr>
<tr>
<td>ANS5120</td>
<td>Intro to Anesthesia Delivery Systems &amp; Equipment</td>
<td>2</td>
</tr>
<tr>
<td>ANS5140</td>
<td>Preanesthetic Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>ANS5160</td>
<td>Introduction to Clinical Anesthesia</td>
<td>3</td>
</tr>
<tr>
<td>ANS5181</td>
<td>Anesthesia Laboratory I</td>
<td>1</td>
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</tbody>
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Continued...

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### Curriculum

The curriculum is dynamic and changes may be made to improve the integration of the curriculum. Changes will only be made prior to the matriculation of the next entering class. Should the curriculum depart from that published below on the recommendation of the curriculum committee prior to matriculation, a letter identifying the changes will be mailed to all students that have been accepted into the incoming class. At this point, students may elect to continue with the Program accepting the changes in the curriculum or cancel their registration and receive a full refund of their deposit without any penalty.

#### Quarter I

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ANS5001</td>
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<tr>
<td>ANS5060</td>
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<td>1</td>
</tr>
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<td>Principles of Airway Management I</td>
<td>2</td>
</tr>
<tr>
<td>ANS5100</td>
<td>Physics of Anesthesia</td>
<td>2</td>
</tr>
<tr>
<td>ANS5120</td>
<td>Intro to Anesthesia Delivery Systems &amp; Equipment</td>
<td>2</td>
</tr>
<tr>
<td>ANS5140</td>
<td>Preanesthetic Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>ANS5160</td>
<td>Introduction to Clinical Anesthesia</td>
<td>3</td>
</tr>
<tr>
<td>ANS5181</td>
<td>Anesthesia Laboratory I</td>
<td>1</td>
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</tbody>
</table>

Basic life support certification will be accomplished during Quarter I.

#### Quarter II

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>ANS5002</td>
<td>Clinical Anesthesia II</td>
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</tr>
<tr>
<td>ANS5082</td>
<td>Principles of Airway Management II</td>
<td>1</td>
</tr>
<tr>
<td>ANS5182</td>
<td>Anesthesia Laboratory II</td>
<td>1</td>
</tr>
<tr>
<td>ANS5201</td>
<td>Cardiovascular Physiology for Anesthesia Practice I</td>
<td>2</td>
</tr>
<tr>
<td>ANS5221</td>
<td>Principles of Instrumentation &amp; Patient Monitoring I</td>
<td>2</td>
</tr>
<tr>
<td>ANS5345</td>
<td>Anesthesia Principles and Practice I</td>
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</tbody>
</table>
College of Health Professions

ANS5901 Anatomy 3
ANS5921 Physiology I 4

Quarter III Winter 11 weeks 20 quarter hours
ANS5003 Clinical Anesthesia III 3
ANS5183 Anesthesia Laboratory I 1
ANS5202 Cardiovascular Physiology for Anesthesia Practice II 3
ANS5222 Principles of Instrumentation & Patient Monitoring II 2
ANS5301 Pulmonary Physiology for Anesthesia Practice I 3
ANS5346 Anesthesia Principles and Practice II 3
ANS5922 Physiology II 2
PH5001 Pharmacology I 4
559 hours clinical experience

Quarter IV Spring 12 weeks 17 quarter hours
ANS5004 Clinical Anesthesia IV 4
ANS5144 Anesthesia Laboratory IV 1
ANS5302 Pulmonary Physiology for Anesthesia Practice II 2
ANS5347 Anesthesia principles and Practices III 3
ANS5400 Renal Physiology for Anesthesia Practice 1
ANS5421 Pharmacology in Anesthesia Practice I 1
PH5002 Pharmacology II 4
200 hours clinical experience

Quarter V Summer 13 weeks 17 quarter hours
ANS5005 Clinical Anesthesia V 6
ANS5348 Anesthesia Principles and Practice IV 3
ANS5422 Pharmacology in Anesthesia Practice II 2
ANS5500 Advanced Anesthesia Delivery Systems & Mechanical Ventilation 2
ANS5520 Advanced Airway Management 2
ANS5540 Advanced Concepts in Patient Monitoring 2
473 hours clinical experience

Quarter VI Fall 14 weeks 18 quarter hours
ANS6001 Clinical Anesthesia I 16
ANS6021 Senior Seminar 1
ANS6041 Anesthesia Review I 1
559 hours clinical experience

Quarter VII Winter 11 weeks 16 quarter hours
ANS6002 Clinical Anesthesia II 14
ANS6022 Senior Seminar 1
ANS6042 Anesthesia Review II 1
473 hours clinical experience

Quarter VIII Spring 12 weeks 16 quarter hours
ANS6003 Clinical Anesthesia III 14
ANS6023 Senior Seminar 1
ANS6043 Anesthesia Review III 1
473 hours clinical experience

Quarter IX Summer 13 weeks 18 quarter hours
ANS6004 Clinical Anesthesia IV 16
ANS6024 Senior Seminar 1
ANS6044 Anesthesia Review IV 1
559 hours clinical experience

Advanced Cardiac Life Support certification will be obtained during this quarter.

A Comprehensive Examination covering the material from the first five Quarters will be administered to determine the preparedness of each student to advance to senior clinical year. Failure to successfully master the exam will result in remediation and necessary extension of the student's program by at least one Quarter.

PA Certification
Graduation from an accredited physician assistant program permits students to sit for the Physician Assistant National Certifying Examination (PANCE), administered by the National Commission on Certification of Physician Assistants, Inc. (NCCPA). The PANCE has been designed to assess essential knowledge and skills of PAs in conducting a variety of health care functions normally encountered in practice.

The emphasis of this examination is on general function and those extended core functions specific to either primary care or surgery. General functions have been identified as those that physician assistants should be skilled in performing irrespective of specialty training or practice. Primary care and surgery extended core functions have been identified as those important to the appropriate extended core practice.

Successful completion of the PANCE allows PAs to become eligible for licensure. Examinees will be awarded a certificate that certifies that the examinee passed the NCCPA exam and satisfied all requirements for initial NCCPA certification. Examinees must then apply for licensure in the state in which they plan to practice. Currently 50 states have enacted some type of regulatory requirement for PAs. Eligibility for the Master of Science in Physician Assistant studies degree at South University includes the following:

A comprehensive summative evaluation of each student is conducted prior to program completion to assure students meet defined program expectations for knowledge and technical skills. The student must successfully complete all competency and summative examinations.

Comprehensive Exams
Successful completion of the didactic phase of the curriculum requires completion of a formative evaluation. The formative evaluation, consisting of both written and performance objectives, is administered at the end of the didactic training period. This evaluation is used to identify individual weaknesses and qualification for advancement to the clinical phase of the program.

Graduation Requirements
The faculty's judgment of a student's suitability and fitness for graduation is based upon more than scholastic achievement, and includes the applicant's character, physical abilities, and interaction with patients, patients' families, and other healthcare professionals. Eligibility for the Master of Physician Assistant Studies degree at South University includes the following:

To receive the Physician Assistant degree a student must satisfy the following requirements:

- The student normally must complete the course requirements described in the catalog in effect when the student enrolled. Students who leave South University longer than 3 quarters will be required to meet catalog requirements in effect at the time of their return.
- The student must receive a minimum grade of "C" or better in all courses.
- The student must have a cumulative GPA of 2.5 or higher for all course work taken while in the SUPAP

The student must take the SUPAP summative evaluation prior to graduation. A summary evaluation of each student is conducted 68
weeks prior to program completion to assure students meet defined program expectations for knowledge and technical skills. The student must successfully complete all competency and summative examinations.

Complete the final Master’s professional research project.

It is the responsibility of each potential graduate to complete an application for graduation. The application should be submitted during pre-registration for the last quarter in which the student will be enrolled at South University.

Satisfactory Progress Standards

Physician Assistant Program

The suitability of a student to be promoted, to remain as a student in the SUPAP, and to graduate from the SUPAP is the responsibility of the faculty. The faculty has established the SUPAP Student Progress and Promotions Committee to review a student’s academic performance and personal suitability for a career in medicine and make appropriate recommendations pertaining to promotion, dismissal, and graduation. The faculty has established the following guidelines and rules as the basis for promotion, dismissal and graduation.

The Progress and Promotions Committee

The Progress and Promotions Committee meets quarterly. The committee reviews classroom and clinical grades, conducts quarterly professionalism evaluations and reviews other information that is available to aid in evaluation of each student. The Committee makes one of the following recommendations to the Program Director: 1) Advance in good standing; 2) Advance on probation; 3) Suspension; 4) Dismissal. Any student not recommended to advance in good standing will be notified by the Program Director. The Program Director will notify the Dean of the College of Health Professions and the Vice President of Academic Affairs on all recommendations of the Progress and Promotions Committee other than advance in good standing. When the Committee recommends action other than advance in good standing, the Program Director will also notify the Dean and Vice President of Academic Affairs of details and justification for the recommendation. The student will receive official notification of the action on behalf of the University. In cases where probation or suspension is recommended by the Committee, the SUPAP Director will meet with the remediation coordinator and the student. The Evaluation and Remediation Coordinator will then confer with the student to define an exact remediation strategy. The Progress and Promotions Committee will continue to assess the student’s progress under the plan provided by the remediation coordinator and SUPAP Director.

Academic Performance

To remain in good standing throughout the PA curriculum, a student must:

1. Achieve a “C” or better in all didactic and clinical courses required by the SUPAP.
2. Maintain an overall GPA of 2.5 or higher.
3. Meet minimum standards of academic, clinical, and professional performance as specified in the American Academy of Physician Assistants Guidelines for Ethical Conduct and South University and SUPAP Codes of Student Conduct.
4. Abide by all SUPAP policies and procedures.

Comprehensive Exams

Successful completion of the didactic phase of the curriculum requires satisfactory completion of a formative evaluation. The formative evaluation, consisting of both written and performance objectives, is administered at the end of the didactic training period. This evaluation is used to identify individual weaknesses and qualification for advancement to the clinical phase of the program.

Successful completion of the program requires satisfactory completion of a comprehensive summative evaluation. The summative evaluation consisting of both written and performance components is administered at the end of the clinical training period. The test includes three components that evaluate the cognitive, psychomotor, and affective domains. This evaluation is used to identify individual weaknesses, competence in program objectives, and eligibility for graduation.

College of Health Professions

Probation and Dismissal

Students who do not meet the minimum performance requirements for the Physician Assistant Program will be placed on probation immediately and referred to the SUPAP Student Progress and Promotions Committee for evaluation. Any student receiving a deficient or failing final course grade (below C) or failing below the minimum GPA requirement will be automatically notified by the SUPAP Director. The Progress and Promotions Committee will then evaluate the student’s performance. The charge of the committee is to review each student’s progress and recommend to the SUPAP Director that the student:

• Advance in good standing to the next quarter
• Advance to the next quarter with required remediation, with or without placing the student on academic probation. The Progress and Promotions Committee will recommend appropriate remediation in concurrence with the SUPAP Director.
• Suspension from SUPAP
• Dismissal from the SUPAP

The Program Director will send formal notification to the student and appropriate academic offices of the committee’s decision.

The following situations cause a student to be referred to the Progress and Promotions Committee:

1. Student’s cumulative GPA falls below 2.5.
2. Typically a cumulative GPA falling below 2.5 is grounds for a student to be placed on probation. Probationary status in such instances must be removed by the end of the following quarter by the return of the overall GPA to a level equal to or greater than 2.5. Two consecutive quarters with an overall GPA below 2.5 will be grounds for academic dismissal from the SUPAP.
3. A student receives a course grade below a “C” in any didactic course. Typically course grades below “C” are grounds for dismissal.
4. A course grade below “C” in any clinical rotation.
5. Students who do not complete a clinical rotation or are asked to leave a clinical rotation due to poor performance.
6. Students who do not receive a satisfactory grade in any part of either the comprehensive formative or summative examination.
7. Failure to abide by all SUPAP policies and procedures, breaches in the South University or SUPAP Code of Conduct, or Honor Code violations.

Conduct

The South University Student Handbook defines a Code of Conduct that must be followed by all students. Failure to comply with general University policies may result in dismissal from the Program and the University according to defined disciplinary procedures enforced by the Dean of Student Affairs. All disciplinary actions will be reported to the Progress and Promotions Committee and will be considered relative to the student’s suitability for continued participation in the Program and entry into the PA profession. Each student shall be attired appropriately whenever he/she is in a clinical (patient care) environment. Failure to adhere to appropriate guidelines for attire can result in dismissal from clinical activity with a resulting penalty applied for absence. In the belief that physicians and PAs are called to the highest standards of honor and professional conduct and understanding that this responsibility begins at the inception of one’s medical education rather than upon receipt of a degree, the students of the SUPAP must uphold the following standards that serve as an embodiment of the conduct and integrity to which they aspire. These standards are intended to promote an atmosphere of honesty, trust, and cooperation among the students, the faculty, their patients, and society. Students in the SUPAP are expected to demonstrate behavior that is considered appropriate for a career in medicine. Appropriate behavior includes, but is not in any way limited to honesty, trustworthiness, professional demeanor, respect for the rights of others, personal accountability, and concern for the welfare of patients – all of which are outlined below. Violations of these Standards of Professionalism may result in disciplinary proceedings.

For more information on policies and expectations on PA student conduct see the PA Program Student Handbook.
College of Health Professions

Appeals Process
Students may appeal the decision of the Progress and Promotions Committee. The student, through the Committee Chairman, may petition to meet with the Progress and Promotions Committee to present further details or mitigating circumstances of which the Committee may not be aware. The Committee may reaffirm its initial decision, reverse its initial decision, or refer the matter to an impartial ad hoc investigative committee.

Any student wishing to appeal an academic decision of the Progress and Promotions Committee must do so in writing to the SUPAP Program Director. Written appeals must be made to the program director within seven (7) days of the start of the next quarter. Appeals submitted after this time will not be considered. The written appeal must state the mitigating circumstances that contributed to the student’s failure to meet the SUPAP minimum standards. The written appeal must be supported with appropriate documentation of the mitigating circumstances with explanation on how the circumstances have been remedied or changed. Mitigating circumstances are events that are outside the student’s control and are unavoidable.

The Program Director will review the student’s appeal and will determine whether the circumstances and academic status warrant reconsideration of the decision of the Progress and Promotions Committee. The student may be asked to appear in person during the review process when deemed necessary by the Director. The Program Director will send formal notification to the student and appropriate academic offices of his decision.

The next level of appeal for the student is to the Dean for Academic Affairs. The Dean may uphold or overturn the decision of the Progress and Promotions Committee and Program Director. The Dean will send formal notification to the student and appropriate academic offices of his decision.

The final level of appeal is to the Dean of the College of Health Professions. The Dean will use the reports from the Progress and Promotions Committee, Program Director, and Dean for Academic Affairs and consultation with the Program Director and Dean for Academic Affairs, to reach a conclusion regarding the student’s disposition. The Dean of the College of Health Professions will send formal notification to the student and appropriate academic offices.

A student who has been dismissed whose appeal is granted may be reinstated and, if otherwise eligible, receive financial aid; however, the student will be placed on probation at the start of the academic term. The granting of appeals for decisions other than dismissal may stipulate certain conditions as deemed necessary by the party granting the appeal for a student to continue in the SUPAP.

Grading
The following letter grades, their indication of performance, and assigned quality points are used in the Program:

A excellent 4
B above average 3
C average 2
D below average 1

(This is a marginal grade for which the student may be required to perform remedial work or repeat the course at the discretion of the Progress and Promotions Committee)

F Failing 0
WF Withdrawal while failing 0
WX Withdrawal, Registered, Never attended 0
P Pass credit no quality points 0
I Incomplete

The notation “P” indicates a passing score in a course designated as Pass/Fail (P/F). A student receives credit hours for a P/F course, but there are no quality points assigned and a passing grade does not contribute to the student’s grade point average. The notation “I” for incomplete will be submitted when assigned work has not been completed. If the work is not completed by the end of the second week of the subsequent academic quarter, a final grade of F will be assigned.

Master of Science in Physician Assistant Studies
Prerequisite Courses
Applicants to the South University PA master’s degree must have an earned bachelor’s degree with an overall minimum cumulative GPA of 2.60 (on a 4.00 scale) and a recommended science GPA of 3.00 (on a 4.00 scale). The courses listed below are college level prerequisites and must be completed prior to acceptance into the program. All prerequisites must have been taken at a regionally accredited college or university. No grade below a C will be accepted for any course.

Physician Assistant Undergraduate Prerequisite Courses*

<table>
<thead>
<tr>
<th>Course</th>
<th>Semesters or Quarters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Anatomy</td>
<td>1</td>
</tr>
<tr>
<td>Human Physiology</td>
<td>*1</td>
</tr>
<tr>
<td>General Biology</td>
<td>2</td>
</tr>
<tr>
<td>General Chemistry</td>
<td>2</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td>1</td>
</tr>
</tbody>
</table>

*Human anatomy and physiology may be taken as an independent study course or as part of a sequence. In the event that the courses are taken as part of a sequence, only a completed sequence of ADP I and II will be accepted.

Basic science courses should be those for science majors. Only courses with an associated lab will be given credit for fulfilling prerequisite requirements.

M.S.P.A. Didactic Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAS5101 Medical Interviewing and Documentation</td>
<td>3</td>
</tr>
<tr>
<td>PAS5110 Physical Assessment I</td>
<td>3</td>
</tr>
<tr>
<td>PAS5210 Physical Assessment I Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5125 Med. Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>PAS5225 Med. Anatomy &amp; Physiology I Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5124 Essentials of Behavioral Medicine</td>
<td>3</td>
</tr>
<tr>
<td>PAS5170 Professional Seminar I</td>
<td>2</td>
</tr>
<tr>
<td>PAS5111 Physical Assessment II</td>
<td>3</td>
</tr>
<tr>
<td>PAS5211 Physical Assessment II Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5126 Med. Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>PAS5226 Med. Anatomy &amp; Physiology II Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5180 Clinical Medicine &amp; Pharmacotherapeutics I</td>
<td>8</td>
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<tr>
<td>PAS5280 Clinical Medicine &amp; Pharmacotherapeutics I Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5175 Issues in Contemporary Medicine I</td>
<td>2</td>
</tr>
<tr>
<td>PAS5291 Applied Learning Experience I</td>
<td>1</td>
</tr>
<tr>
<td>PAS5181 Clinical Medicine &amp; Pharmacotherapeutics II</td>
<td>8</td>
</tr>
<tr>
<td>PAS5281 Clinical Medicine &amp; Pharmacotherapeutics II Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5146 Clinical Skills</td>
<td>2</td>
</tr>
<tr>
<td>PAS5135 Laboratory Diagnostics</td>
<td>3</td>
</tr>
<tr>
<td>PAS5165 Orthopedics &amp; Physically Challenged Patient</td>
<td>5</td>
</tr>
<tr>
<td>PAS5292 Applied Learning Experience I</td>
<td>2</td>
</tr>
<tr>
<td>PAS5182 Clinical Medicine &amp; Pharmacotherapeutics III</td>
<td>8</td>
</tr>
<tr>
<td>PAS5282 Clinical Medicine &amp; Pharmacotherapeutics III Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5138 Fundamentals of Surgery</td>
<td>4</td>
</tr>
<tr>
<td>PAS5105 Epidemiology &amp; Biostatistics</td>
<td>3</td>
</tr>
<tr>
<td>PAS5130 Diagnostic Methods</td>
<td>4</td>
</tr>
<tr>
<td>PAS5293 Applied Learning Exp. III</td>
<td>1</td>
</tr>
<tr>
<td>PAS5132 Essentials of Clinical Geriatrics</td>
<td>4</td>
</tr>
<tr>
<td>PAS5183 Clinical Med. &amp; Pharmacotherapeutics IV</td>
<td>8</td>
</tr>
<tr>
<td>PAS5283 Clinical Med. &amp; Pharmacotherapeutics IV Lab</td>
<td>1</td>
</tr>
<tr>
<td>PAS5190 Essentials of Emergency Medicine</td>
<td>4</td>
</tr>
<tr>
<td>PAS5294 Applied Learning Exp. IV</td>
<td>1</td>
</tr>
<tr>
<td>PAS5150 Research Methodology</td>
<td>1</td>
</tr>
<tr>
<td>PAS5171 Professional Seminar II</td>
<td>3</td>
</tr>
</tbody>
</table>

MSPA Clinical Curriculum

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>PAS6150 Adv. Clinical Research</td>
<td>3</td>
</tr>
<tr>
<td>PAS6105 Internal Medicine</td>
<td>8</td>
</tr>
</tbody>
</table>

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Health Science

Bachelor of Science in Health Science

The overall objective of the Bachelor of Science in Health Science is to provide a firm foundation for entry-level employment in a range of positions in the health care industry at facilities such as health practitioners' offices, hospitals, home healthcare services, outpatient care services, outpatient care services, nursing care facilities, health insurance companies, and state and government healthcare programs. It also prepares students for graduate study, and equips graduates with skill appropriate for lifelong learning.

The Core Curriculum in the first two years is designed to provide students with a foundation in the humanities, math and science. During the second two years the curriculum provides for a broad focus on business basics, the healthcare delivery system, public health and the medical office. After successful completion of the Health Science program, students receive a Bachelor of Science in Health Science degree. Alternatively, completion of the first two years provides students with the required prerequisite courses to apply for the South University Bachelor of Science in Nursing Program. However, admission to the Bachelor of Science in Nursing Program is competitive and not guaranteed.

Bachelor of Science in Health Science
Area I Core Curriculum 94 credits

- Humanities:
  - ENG1001 English Composition I 4
  - ENG1002 English Composition II/Literature 4
  - ENG2001 English Composition III 4
  - HUM1001 History of Art, Middle Ages To Modern Times 4
  - HUM1002 History of Art through the Middle Ages 4
  - PHI2301 Introduction to Philosophy 4

- Math/Science:
  - MAT1001 Intermediate Algebra 4
  - MAT1002 College Math 4
  - MAT2018 Statistics 4
  - AHS1001 Medical Terminology 4
  - BIO1011 Anatomy and Physiology I 4
  - BIO1012 Anatomy and Physiology I Lab 2
  - BIO1013 Anatomy and Physiology II 4
  - BIO1014 Anatomy and Physiology II Lab 2
  - BIO1015 Pathophysiology 4
  - BIO2070 Microbiology 4
  - BIO2071 Microbiology Lab 2
  - BIO3044 Principles of Genetics 4
  - CHM1010 General Chemistry 4
  - NTR2050 Nutrition 4

- Social Science:
  - PSY1001 General Psychology 4
  - PSY2022 Human Growth and Development 4
  - SOC1001 Introduction to Sociology 4

- Other:
  - ITS1101 Foundations of Information Technology 4

Area II: Business Basics 20 credits

- MGT3201 Principles of Management 4
- ECO2071 Principles of Microeconomics 4
- ECO2072 Principles of Macroeconomics 4
- HSC3000 Ethics in Healthcare 4
- ITS1101 Foundations of Information Technology 4

No physician assistant credits from another institution may transfer into the didactic or clinical year. MSPA students must complete the entire 27 month program (171 credit hours) at South University.

Medical Assisting

Associate of Science in Medical Assisting

Not offered at the West Palm Beach or Tampa campuses

Medical assistants are multi-skilled allied health professionals who perform a wide range of roles in physicians' offices, clinics, and other health care settings. They are proficient in a multitude of clinical and administrative tasks and are widely viewed by doctors as vital members of the health care delivery team.

The Medical Assistant program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Curriculum Review Board of The American Association of Medical Assistants Endowment (AAMAE). The medical assisting program is devoted to a competency-based education with emphasis on the students' mastery of clinical and administrative competencies. These competencies are validated through performance on tests, terminal performance objectives, and a clinical externship. Their training culminates in a required 200 hour, unpaid, supervised externship at a local medical practice during their last quarter of study.

Associate of Science in Medical Assisting

Area I Core Curriculum 40 credits

- Business Foundation:
  - BUS2023 Business Communications 4

- Approved Electives:
  - Choose two from the following:
    - ITS1000 Computer & Internet Literacy 4
    - BUS1021 Introduction to Word Processing 4
    - BUS2021 Spreadsheet & Database 4

- Mathematics/Science
  - Math Elective (MAT1001 or MAT1002) 4
  - SCI1002 Introduction to Sociology 4
  - CHM1010 General Chemistry 4
  - NTR2050 Nutrition 4

- Social Sciences
  - Choose one from the following:
    - PSY1001 General Psychology 4
    - PSY2022 Human Growth & Development 4

Area II Major Curriculum 52 credits

- BIO1011 Anatomy & Physiology I 4
- BIO1012 Anatomy & Physiology I Lab 2
- BIO1013 Anatomy & Physiology II 4
- BIO1014 Anatomy & Physiology II Lab 2
- BIO1015 Pathophysiology 4
- SOC1001 Introduction to Sociology 4
- CHM1010 General Chemistry 4
- NTR2050 Nutrition 4

Area III: Healthcare Delivery System 24 credits

- HCM2002 Healthcare Delivery Systems 4
- HCM2003 Issues and Trends in the Healthcare Industry 4
- HSC3010 Long Term Care 4
- HSC3015 Behavioral Health 4
- HSC3020 Managed Care 4
- HSC3030 Federal and State Health Programs 4

Area IV: Public Health 28 credits

- HCM2001 Issues in Public Health 4
- HSC2010 Medical Sociology 4
- HSC4010 Epidemiology and Disease Control 4
- HSC4020 Health Prevention and Wellness 4
- HSC4030 Women and Minority Health Issues 4
- HSC4040 Emergency and Disaster Management 4
- HSC3070 Medical Informatics 4

Area V: The Medical Office 16 credits

- HSC4060 Working with Healthcare Professionals 4
- HCM2002 Economics of Healthcare 4
- MGT3045 Human Resources Management 4
College of Health Professions

AHS2087 Medical Office Procedures 4
AHS2090 Medical Insurance & Coding 4
AHS2092 Computers in the Medical Office 4
AHS2099 Medical Assisting Externship 8

Associate of Science in Allied Health Science
(Available only online and at the West Palm Beach, Tampa, Savannah and Columbia campuses)
The associate’s degree in allied health science is designed to expose students to a broad education in general studies combined with an emphasis on life science subjects such as anatomy and physiology, chemistry, nutrition, and pathophysiology. It offers students interested in health careers a knowledge base from which they may achieve their professional goals. Students within this program may consider transfer into the Bachelor of Science in Nursing, Physical Therapist Assisting or Medical Assisting programs. Although completion of this program does not guarantee acceptance to the South University professional level-nursing program leading to the Bachelor of Science in Nursing, it does incorporate the required prerequisite courses.

<table>
<thead>
<tr>
<th>Associate of Science in Allied Health Science</th>
<th>90 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Area I Core Curriculum</strong></td>
<td>52 credits</td>
</tr>
<tr>
<td><strong>Business Foundation</strong></td>
<td></td>
</tr>
<tr>
<td>ITS1000 Computers &amp; Internet Literacy</td>
<td>4</td>
</tr>
<tr>
<td>UVC1000 Strategies for Success</td>
<td>4</td>
</tr>
<tr>
<td><strong>Mathematics/Science</strong></td>
<td></td>
</tr>
<tr>
<td>MAT1001 Intermediate Algebra</td>
<td>4</td>
</tr>
<tr>
<td>MAT1002 College Mathematics</td>
<td>4</td>
</tr>
<tr>
<td>MAT2058 Statistics</td>
<td>4</td>
</tr>
<tr>
<td><strong>Humanities</strong></td>
<td></td>
</tr>
<tr>
<td>SPC1026 Public Speaking</td>
<td>4</td>
</tr>
<tr>
<td>ENG1001 Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENG1002 Composition II/Literature</td>
<td>4</td>
</tr>
<tr>
<td>ENG2001 Composition III</td>
<td>4</td>
</tr>
<tr>
<td>ENG2002 World Literature</td>
<td>4</td>
</tr>
<tr>
<td>PH2301 Introduction to Philosophy</td>
<td>4</td>
</tr>
<tr>
<td><strong>Social Sciences</strong></td>
<td></td>
</tr>
<tr>
<td>PSY1001 General Psychology</td>
<td>4</td>
</tr>
<tr>
<td>SOC1001 Introduction to Sociology</td>
<td>4</td>
</tr>
<tr>
<td><strong>Area II Major Curriculum</strong></td>
<td>38 credits</td>
</tr>
<tr>
<td>BID1011 Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BID1012 Anatomy &amp; Physiology Lab 1</td>
<td>2</td>
</tr>
<tr>
<td>BID1013 Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BID1014 Anatomy &amp; Physiology Lab II</td>
<td>2</td>
</tr>
<tr>
<td>BID1015 Pathophysiology</td>
<td>4</td>
</tr>
<tr>
<td>AHS1001 Medical Terminology</td>
<td>4</td>
</tr>
<tr>
<td>CHM1010 General Chemistry</td>
<td>4</td>
</tr>
<tr>
<td>PSY2023 Human Growth &amp; Development</td>
<td>4</td>
</tr>
<tr>
<td>NUT2050 Nutrition</td>
<td>4</td>
</tr>
<tr>
<td>BID2070 Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>BID2071 Microbiology with Lab</td>
<td>2</td>
</tr>
</tbody>
</table>

Physical Therapist Assisting

Associate of Science in Physical Therapist Assisting
In keeping with the stated purpose of South University, the Physical Therapist Assisting program (PTA) graduates Physical Therapist Assistants who reflect the highest standards of professional practice and conduct. The PTA offers a curriculum that is well rounded in all fundamental concepts and theories as they apply to physical therapy modalities and rehabilitation procedures.

Physical Therapist Assistants are health care providers who work under the supervision of physical therapists. Their duties include assisting the physical therapist in implementing treatment programs according to a plan of care, training patients in exercises and activities of daily living, conducting treatments using special equipment, administering modalities and other treatment procedures and reporting to the physical therapist on the patient’s responses.

The PTA is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association.

State licensure is a requirement for professional practice in each state in which South University offers the PTA. Specific information regarding application for licensure will be available to the student during the last term of study. Licensure or registration is not required in every state for the physical therapist assistant to practice. Complete information on practice acts and regulations can be obtained from individual state licensing boards.

<table>
<thead>
<tr>
<th>Associate of Science in Physical Therapist Assisting</th>
<th>110 credits</th>
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</thead>
<tbody>
<tr>
<td><strong>Area I Core Curriculum</strong></td>
<td>36 credits</td>
</tr>
<tr>
<td><strong>Mathematics/Science</strong></td>
<td></td>
</tr>
<tr>
<td>BID1011 Anatomy &amp; Physiology I</td>
<td>4</td>
</tr>
<tr>
<td>BID1012 Anatomy &amp; Physiology I Lab</td>
<td>2</td>
</tr>
<tr>
<td>BID1013 Anatomy &amp; Physiology II</td>
<td>4</td>
</tr>
<tr>
<td>BID1014 Anatomy &amp; Physiology II Lab</td>
<td>2</td>
</tr>
<tr>
<td>AHS1001 Medical Terminology</td>
<td>4</td>
</tr>
<tr>
<td>ENG1001 Composition I</td>
<td>4</td>
</tr>
<tr>
<td>ENG1002 Composition II/Literature</td>
<td>4</td>
</tr>
<tr>
<td><strong>Social Sciences</strong></td>
<td></td>
</tr>
<tr>
<td>AHS1021 Medical Terminology</td>
<td>4</td>
</tr>
<tr>
<td>Approved Social Science Elective (PSY 1001 or SDC 1001)</td>
<td>4</td>
</tr>
</tbody>
</table>

* Students entering the program who are required to take either ENG0099 or MAT0099 will also be required to take Strategies for Success (UVC 1000) as part of their curriculum.

ASPTA Professional Preparation Requirements
All prerequisite courses above must be completed prior to beginning the professional preparation phase of the program detailed below. No professional courses from another PTA curriculum will transfer into the professional education phase of the South University PTA curriculum without the review and approval of the PTA Program faculty. Additionally, prerequisite course cumulative GPA must be 2.50 or higher in order to proceed to the PTA professional preparation phase of the curriculum.

Additionally, a minimum grade of B in Medical Terminology, Anatomy and Physiology I and Anatomy and Physiology II, lecture and laboratory is required. Students may take courses multiple times in order to achieve the minimum required grade of B. Before officially beginning the professional preparation phase of the program, students must also complete a minimum of 25 hours of observation, volunteer, or employment in at least one physical therapy clinic, attested to by a physical therapist on a program provided form, and have a current American Heart Association Basic Life Support for Healthcare Providers CPR (two-year certification).

<table>
<thead>
<tr>
<th>Physical Therapist Assisting</th>
<th>74 credits</th>
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</thead>
<tbody>
<tr>
<td><strong>Area II Major Curriculum</strong></td>
<td></td>
</tr>
<tr>
<td><strong>1st Quarter</strong></td>
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</tr>
<tr>
<td>PTA1001 Introduction to Physical Therapist Assisting</td>
<td>4</td>
</tr>
<tr>
<td>PTA1003 Pathophysiology</td>
<td>4</td>
</tr>
<tr>
<td>PTA1005 Kinesiology with Laboratory</td>
<td>6</td>
</tr>
<tr>
<td><strong>2nd Quarter</strong></td>
<td></td>
</tr>
<tr>
<td>PTA1006 Testing &amp; Measurement with Laboratory</td>
<td>6</td>
</tr>
<tr>
<td>PTA2000 Habilitation Rehabilitation with Laboratory</td>
<td>6</td>
</tr>
</tbody>
</table>
PTA Program Progression Standards

All course and clinical education requirements must be completed satisfactorily in order for the student to be eligible for graduation. All course and clinical requirements are published in the course syllabi. These are provided to each student before or during the first class contact for each course. PTA program faculty must comply with published syllabi and course goals and objectives as well as published requirements for satisfactory student progress through the program.

1. Students in good standing are required to have a cumulative grade point average (CGPA) of 2.5 calculated from the courses taken while in advanced standing (PTA designated courses). Failure to maintain a CGPA of 2.5 will result in the student being placed on academic probation. The student will be permitted to remain on academic probation for a maximum of two quarters, during which time the student must obtain a CGPA of 2.5. If the CGPA of 2.5 cannot be met within two quarters while on probation the student will be dismissed from the PTA program.

2. Students, while in advanced standing, must achieve a minimum grade of C in all courses. Students will be permitted to repeat a course in which they scored lower than a C the next quarter that the course is offered. When a student repeats a course the student must achieve a minimum grade of B. The repeat option will be offered only once.

3. A successful clinical practitioner is required to apply knowledge learned in the classroom to the care and treatment of patients. Courses that include a laboratory experience will have grades calculated separately for classroom and laboratory components. Grades for laboratory components of the course will be calculated using written and other appropriate methods of assessing clinical competence. Students are required to obtain a minimum grade of C in the laboratory/clinical component of the course as well as the classroom component in order to successfully complete the course. The single final course grade will be a weighted average of the classroom exams and laboratory scores. For students repeating a course the final score in each of the classroom and laboratory sections will have to be 80% or higher.

4. Requirements for satisfactory progression in the PTA program require a cumulative grade point average of 2.5. In order to help students avoid academic probation, any student that scores less than 85% on any written examination will receive written counseling by the course instructor. This remediation plan will be copied to the program director and may include additional required work such as: Correcting all incorrect answers on an exam citing the source of the correct answer (textbook and page number) in a format determined by the course instructor. Failure to comply with written counseling procedures will result in a grade of incomplete for the course. Refer to the University catalog for requirements for resolution of an incomplete grade.

5. Clinical courses must be completed meeting minimal competency standards as listed in the Evaluation of Student Performance. Failure to receive a passing grade (P) in a completed clinical education course will require the student to repeat the clinical course. Each student is only permitted one opportunity to repeat a clinical course. A second failed clinical course while the student is in advanced standing will result in the student being dropped from the program for academic reasons.

6. Students who are dismissed from a clinical affiliation prior to completing the rotation will be suspended from the program while a faculty committee, chaired by the program director, investigates the reasons for the dismissal. If the committee deems the dismissal a substantial indicator that the student will not succeed in the profession, the student will be dropped from the program. If the committee feels that despite dismissal from a particular clinical rotation the student has a high probability of entering the profession as a safe, proficient practitioner, the student will be required to repeat the clinical course. If the student is dismissed a second time in the same or another clinical course while in advanced standing the student will be dropped from the program.

7. Students who have been dismissed from the program may reapply for advanced standing only after a minimum of one year from the time that they were dismissed from the program. Reapreadmission will be based on all applicable admissions criteria at the time of application for reapreadmission. The student, if accepted, will start at the beginning of all advanced standing coursework, regardless of grades obtained in the courses prior to dismissal from the program.
The College of Nursing educates students at both the master’s and bachelor’s degree level in preparation to enter the rapidly growing field of professional nursing. These programs provide the administrative, technical, clinical, and ethical training required to become a successful nurse.

With a focus on the important role of professionalism in healthcare delivery, faculty of the College of Nursing blend the teaching of theory with industry-related technical information.

Graduates of South University’s nursing programs are prepared to seek employment in hospitals, private physician and counseling practices, nursing facilities, community clinics and agencies, and research organizations.

Master of Science in Nursing

The Master of Science in Nursing program is designed to develop and enhance the knowledge and skills of registered nurses. It is also designed for those nurses who want to pursue more advanced positions in today’s challenging health care environment. The program blends nursing theory with advanced practice concepts that will prepare students to successfully work within a health care organization or educational setting.

The program consists of 6 core courses and courses in an area of specialization in education. The program includes integrated practical experience, practicums in area of specialization, and a final project to assess learning outcomes.

Program curriculum for the Nurse Educator concentration was developed according to the American Academy of Colleges of Nursing (AACN), Essentials of Master’s Education for Advanced Practice Nursing (1996) and The Scope of Practice for Academic Nurse Educators (National League for Nursing, 2005) and Nurse Educator Competencies (SREB, 2002).

Program Objectives

Upon completion of the program the student will be able to:

1. Utilize research in nursing practice.
2. Apply nursing theories to professional practice.
3. Analyze the impact of health care policy on clinical practice.
4. Evaluate ethical decision making strategies.
5. Plan for multicultural educational needs.
6. Include concepts of health promotion into practice.
7. Design teaching plans that integrate advanced care concepts.
8. Implement effective teaching skills.
9. Develop and evaluate curriculum for academic and other environments.

<table>
<thead>
<tr>
<th>Master of Science in Nursing</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MSN Core Courses</strong></td>
<td>24</td>
</tr>
<tr>
<td>NSG5000 Role of the Advanced Practice Nurse</td>
<td>4</td>
</tr>
<tr>
<td>NSG5002 Advanced Theoretical Perspectives for Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NSG5003 Advanced Pathophysiology</td>
<td>4</td>
</tr>
<tr>
<td>NSG6001 Advanced Nursing Practice I</td>
<td>4</td>
</tr>
<tr>
<td>NSG6002 Advanced Nursing Practice II</td>
<td>4</td>
</tr>
<tr>
<td>NSG6101 Nursing Research Methods</td>
<td>4</td>
</tr>
<tr>
<td><strong>Nurse Educator Specialization</strong></td>
<td>24</td>
</tr>
<tr>
<td>NSG6003 Teaching and Learning Strategies in Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NSG6102 Evaluation of Education Outcomes in Nursing</td>
<td>4</td>
</tr>
<tr>
<td>NSG6103 Curriculum Design &amp; Evaluation in Nursing Education</td>
<td>4</td>
</tr>
<tr>
<td>NSG6201 Practicum in Nursing Education I</td>
<td>4</td>
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<tr>
<td>NSG6202 Practicum in Nursing Education II</td>
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<tr>
<td>NSG6999 Graduate Project in Nursing</td>
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<tr>
<td><strong>Nurse Practitioner in Adult Health Specialization</strong></td>
<td>32</td>
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<tr>
<td>NSG6005 Pharmacology</td>
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<tr>
<td>NSG6110 Advanced Health and Physical Assessment: Adult Health</td>
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<tr>
<td>NSG6320 Practicum I: Adult Health</td>
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<tr>
<td>NSG6330 Practicum II: Adult Health</td>
<td>6</td>
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<tr>
<td>NSG6340 Practicum III: Adult Health</td>
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<tr>
<td>NSG6999 Graduate Project in Nursing</td>
<td>4</td>
</tr>
<tr>
<td><strong>RN to MSN Program</strong></td>
<td>24-32</td>
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<tr>
<td>NSG3012 Assessment for RN’s</td>
<td>4</td>
</tr>
<tr>
<td>NSG3016 Caring for a Multicultural Society</td>
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<tr>
<td>NSG3028 Caring for the Community</td>
<td>4</td>
</tr>
<tr>
<td>NSG3036 Introduction to Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NSG4028 “Teaching Learning or elective”</td>
<td>4</td>
</tr>
<tr>
<td>NSG4029 Leadership</td>
<td>4</td>
</tr>
<tr>
<td>NSG4064 Financial Management for Nurses</td>
<td>4</td>
</tr>
<tr>
<td>NSG4070 Legal and Ethical Issues in Nursing</td>
<td>2</td>
</tr>
<tr>
<td>NSG5000 Role of the Advanced Practice Nurse</td>
<td>4</td>
</tr>
<tr>
<td>NSG5002 Advanced Theoretical Perspectives</td>
<td>4</td>
</tr>
<tr>
<td>NSG5003 Advanced Pathophysiology</td>
<td>4</td>
</tr>
<tr>
<td>NSG6001 Advanced Nursing Practice I</td>
<td>4</td>
</tr>
<tr>
<td>NSG6002 Advanced Nursing Practice II</td>
<td>4</td>
</tr>
<tr>
<td>NSG6101 Nursing Research Methods</td>
<td>3</td>
</tr>
<tr>
<td>Area of Specialization (including NSG6999)</td>
<td>24-32</td>
</tr>
</tbody>
</table>

Bachelor of Science in Nursing

The BSN program provides students with a solid educational foundation that prepares individuals for entry into the nursing profession. The nursing graduate incorporates the concepts of caring, communication, critical thinking, professionalism, and holism to provide care for individuals, families and communities. The comprehensive theoretical and clinical practice components allow South University graduates to succeed and make a smooth transition into professional nursing practice. Graduates of the South University Nursing Program are encouraged to continue the educational process and are prepared for the challenges of graduate study.

The BSN program is designed for the nonregistered nurse student. Students may complete prerequisite courses in as few as six quarters and then make application to enter the nursing program, which is taught over seven quarters. The program allows highly motivated fulltime students to complete the program of study in nursing in a concentrated period of time. After successful completion of the nursing program, the graduate must pass the National Council Licensure Examination Registered Nurse (NCLEXRN) in order to obtain licensure and begin practice as a registered nurse.
Authorization and Licensure
The Bachelor of Science in Nursing program at South University is authorized to operate by the Florida State Board of Nursing and is licensed to award the degree of Bachelor of Science by the Commission for Independent Education, Florida Department of Education. The Bachelor of Science in Nursing program at West Palm Beach and Tampa are nationally accredited by the Commission on Collegiate Nursing Education (CCNE).

The Bachelor of Science in Nursing program on the Columbia campus is approved by the South Carolina Board of Nursing.

Limited Access Program
Nursing is a limited access program. Qualified applicants are considered for selection after successful completion of all prerequisite courses and all admission requirements. (Please refer to Procedure for Admission to the Nursing Program). The nursing program supports the South University policy of nondiscrimination.

Prerequisite Courses
Students may complete the nursing program prerequisites by completion of the first two years of the BS Health Science at South University.

Bachelor of Science in Nursing Program
Undergraduate Prerequisites
(In quarter hours)

<table>
<thead>
<tr>
<th>Humanities</th>
<th>24 credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition sequence</td>
<td>3 courses</td>
</tr>
<tr>
<td>Humanities Electives</td>
<td>2 courses</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>1 course</td>
</tr>
<tr>
<td>Math and Science</td>
<td>42 credits</td>
</tr>
<tr>
<td>Math Electives</td>
<td>2 courses</td>
</tr>
<tr>
<td>Statistics</td>
<td>1 course</td>
</tr>
<tr>
<td>Anatomy and Physiology (with lab)</td>
<td>2 courses</td>
</tr>
<tr>
<td>Microbiology (with lab)</td>
<td>1 course</td>
</tr>
<tr>
<td>General Chemistry</td>
<td>1 course</td>
</tr>
<tr>
<td>Nutrition</td>
<td>1 course</td>
</tr>
<tr>
<td>Approved Elective</td>
<td>1 course</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>12 credits</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>1 course</td>
</tr>
<tr>
<td>General Psychology</td>
<td>1 course</td>
</tr>
<tr>
<td>Sociology</td>
<td>1 course</td>
</tr>
<tr>
<td>Other Electives</td>
<td>12 credits</td>
</tr>
<tr>
<td>Computer Elective</td>
<td>1 course</td>
</tr>
<tr>
<td>Open Electives</td>
<td>2 courses</td>
</tr>
</tbody>
</table>

Total Prerequisite Curriculum Credits: 90
Total Nursing Curriculum Credits: 102
Total degree requirements: 192

Application Process and Deadline
The nursing program begins a new class twice each year. Application packets and deadlines are available on each campus. Fully completed application materials (including evidence of completion of all prerequisite courses) are due by the posted deadline, usually the first day of the quarter before admission (ex., first day of summer quarter for fall quarter program start). Incomplete or late applications will not be considered.

The Nursing Program
Applicants will be selected for admission into the Nursing Program using a composite of: cumulative grade point average (GPA), core courses GPA, and entrance examinations.

Suggested Nursing Curriculum Sequence
Note: Sequence of courses may vary by campus due to clinical scheduling requirements. Students on the Columbia campus substitute NSG3069 Caring for Vulnerable Populations I for NSG3016 and NSG4069 Caring for Vulnerable Populations II for NSG 3016.

1st Quarter
- NSG3001 Introduction to the Profession of Nursing 4
- NSG3009 Principles of Assessment 3
- NSG3011 Principles of Assessment Lab 4
- NSG3014 Critical Reading, Studying and Thinking in Nursing 2
- NSG3016 Caring for a Multicultural Society* 2

2nd Quarter
- NSG3022 Pharmacotherapeutics I 3
- NSG3023 Fundamentals of Nursing 3
- NSG3024 Fundamentals of Nursing Skills Lab 4
- NSG3027 Fundamentals of Nursing Practice 2
- NSG4028 Caring for the Community* 4

3rd Quarter
- NSG3032 Pharmacotherapeutics II 3
- NSG3033 Caring for Adults I 5
- NSG3034 Caring for Adults I – Practice 5
- NSG4034 Introduction to Nursing Research 3

4th Quarter
- NSG4042 Caring for Women and Neonates 4
- NSG4043 Caring for Women and Neonates – Practice 5
- NSG4044 Caring for Adults II 2
- NSG4045 Caring for Adults II – Practice 3

5th Quarter
- NSG4050 Caring for Children 4
- NSG4051 Caring for Children – Practice 5
- NSG4052 Caring for Adults III 2
- NSG4053 Caring for Adults III – Practice 3

6th Quarter
- NSG4060 Caring for Adults IV 2
- NSG4061 Caring for Adults IV – Practice 3
- NSG4062 Caring for Persons with Psychiatric/Mental Health Problems 4
- NSG4063 Caring for Persons with Psychiatric/Mental Health Problems—Practice 5

7th Quarter
- NSG4070 Legal and Ethical Issues in Nursing 2
- NSG4071 Transition into Professional Nursing 6
- NSG4072 Transition into Professional Nursing Preceptorship 5

Total Nursing Curriculum Credits: 102

*Upon the advisement of the nursing program director, the following course sequence NSG3069 and NSG4069 may be substituted for the course sequence NSG3016 and NSG5038. Both courses are required for the substitution and the curriculum sequence of courses may be altered for program completion.
College of Nursing

Progression Policy
Once admitted to the South University initial licensure, successful completion of all courses within each quarter is required for progression to the next quarter. Didactic courses receive letter course grades while lab and practice courses receive a grade of pass or fail. Nursing didactic courses must be passed with a minimum grade of C or better. The student must earn a passing grade in all lab or practice courses. Additionally, students must maintain a term GPA of 2.5 or greater in every quarter of the program.

Students who pass nursing didactic courses with a grade of C or better and who receive a passing grade in practice courses but do not achieve a term GPA of 2.5 or greater in a quarter are placed on academic probation for the next quarter. During the subsequent quarter and in every quarter following until graduation, the student must achieve a term GPA of 2.5 or greater. Failure to obtain a term GPA of 2.5 while on academic probation will result in dismissal from the nursing program. The student may be required to repeat or complete specific courses or conditions for reentry into the program. Reentry will be contingent upon available space and satisfactory completion of all requirements. The student may be placed on academic probation only once in the nursing program.

Note: To graduate with the baccalaureate nursing degree, the student must have a cumulative grade point average of 2.0 or higher for all nursing pre-requisite course work taken at the University, a cumulative grade point average of 2.5 or higher for all didactic course work in the nursing program, and a passing grade in all lab or practice courses.

For initial licensure nursing program, progression is also contingent upon completion of required assessment examinations. These examinations include:
1. Standardized achievement tests in course subjects as assigned.
2. Final pre-licensure examination.
   Students are required to obtain a score equal to or above the national average score on the pre-licensure examination. Failure to achieve the required score will result in course failure and prevent progression in the nursing program.
3. Standardized math examinations.
   Junior level students (Quarters 1-3) must receive a score of 80% or higher on all math examinations. Senior level (Quarters 4-6) students must receive a score of 90% or higher on all math examinations. Quarter 7 students must receive a score of 100% on the math examination. A maximum of three opportunities are allowed to pass the math requirement each quarter. Failure to pass the math requirement will result in course failure and prevent progression in the nursing program.

Bachelor of Science in Nursing Completion
The Bachelor of Science in Nursing Completion program at South University is designed to provide professional knowledge and skills to the licensed registered nurse, to support educational mobility and to strengthen community health and leadership abilities of nurses who already have a foundation in the profession, particularly those in rural communities. These educational experiences are designed to prepare professional nurses for practice today and well into the 21st Century.

Graduates of the South University BSN Completion program meet the same outcome objectives whether in the on-ground BSN program or the online BSN Completion program. Both programs are derived from the same philosophy and reflect core competencies as stated in the Essentials of Baccalaureate Nursing Practice by the American Association of Colleges of Nursing (AACN).

The Bachelor of Science in Nursing Completion program is nationally accredited for the West Palm Beach campus by the Commission on Collegiate Nursing Education (CCNE). The programs on the Tampa and Columbia campuses are seeking CCNE accreditation.

Potential students must be comfortable with technology, self motivated, and self disciplined, able to solve problems independently, have good organizational skills, good writing skills, and are prepared to invest approximately 20 hours per week, per course on studies.

Forty-five quarter hours of nursing credit will be accepted based upon graduation from a regionally accredited school of nursing and possession of a valid, unencumbered nursing license in the state in which they reside. Students will need a valid, unencumbered license from the state(s) in which they complete any clinical assignments.

Admission to RN to BSN Nursing Track Requires:

- Completion of 90 quarter hours of science and general education courses as required for admission to BSN Program with a grade of C or better.
- The applicant has received an associate degree from an accredited nursing program, or is a Diploma Graduate from an accredited nursing program, with a minimum cumulative GPA of 2.5 in all completed nursing coursework.
- The applicants holds an unencumbered RN license in the state of clinical practice
- Meet core Performance Standards as described in this catalog.

Clinical Requirements
The capstone course is predominately clinical with facilitator guidance. The criteria for clinical sites are written by the program coordinator. Students are provided with suggestions for the types of sites that have been successful in the past. Each student will choose her/his own sites to complete the learning assignment. These sites will require prior approval from the course facilitator. Each site will enter into an agreement with South University, which states that they know the student is at the site as a student for South University.

Nursing Track

Once admitted to the nursing concentration in the RN completion program, successful completion of all courses within each quarter is required for progression to the next quarter. Didactic courses receive letter course grades while lab and practice courses receive a grade of pass or fail. Nursing didactic courses must be passed with a minimum grade of C or better. The student must earn a passing grade in all lab or practice courses. Additionally, students must maintain a term GPA of 2.5 or greater in every quarter of the program.

If part time in the RN completion program, students must maintain a term GPA of 2.5 or greater in the last 3 courses or 12 credits attempted, whichever is greater.

Students who pass nursing didactic courses with a grade of C or better and who receive a passing grade in practice courses but do not achieve a term GPA of 2.5 or greater in a quarter are placed on academic probation for the next quarter. During the subsequent quarter and in every quarter following until graduation, the student must achieve a term GPA of 2.5 or greater. Failure to obtain a term GPA of 2.5 while on academic probation will result in dismissal from the nursing program. The student may be required to repeat or complete specific courses or conditions for reentry into the program. Reentry will be contingent upon available space and satisfactory completion of all requirements. The student may be placed on academic probation only once in the nursing program.

Note: To graduate with the baccalaureate nursing degree, the student must have a cumulative grade point average of 2.0 or higher for all nursing pre-requisite course work taken at the University, a cumulative grade point average of 2.5 or higher for all didactic course work in the nursing program, and a passing grade in all lab or practice courses.

Note: To graduate with the baccalaureate nursing degree, the student must have a cumulative grade point average of 2.0 or higher for all nursing pre-requisite course work taken at the University, a cumulative grade point average of 2.5 or higher for all didactic course work in the nursing program, and a passing grade in all lab or practice courses.
Bachelor of Science in Nursing
Completion Major Curriculum 180 credits

General education/prerequisites 90
Nursing (45 transfer + 45 from South University) 90

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSG3005</td>
<td>Transition into Professional Nursing for RN's</td>
<td>4</td>
</tr>
<tr>
<td>NSG3016</td>
<td>Caring for a Multicultural Society</td>
<td>2</td>
</tr>
<tr>
<td>NSG3012</td>
<td>Principles of Assessment for RNs</td>
<td>4</td>
</tr>
<tr>
<td>NSG3036</td>
<td>Introduction to Nursing Research</td>
<td>3</td>
</tr>
<tr>
<td>NSG3028</td>
<td>Caring for Community</td>
<td>4</td>
</tr>
<tr>
<td>NSG4070</td>
<td>Legal &amp; Ethical Issues for the RN</td>
<td>2</td>
</tr>
<tr>
<td>NSG4028</td>
<td>Concepts of Teaching &amp; Learning</td>
<td>4</td>
</tr>
<tr>
<td>NSG4029</td>
<td>Leadership in a Diverse Society</td>
<td>4</td>
</tr>
<tr>
<td>NSG4064</td>
<td>Financial Management for Nurses</td>
<td>4</td>
</tr>
<tr>
<td>NSG4095</td>
<td>Illness and Disease Management across the Life Span</td>
<td>4</td>
</tr>
<tr>
<td>NSG40XX</td>
<td>Nursing Elective*</td>
<td>4</td>
</tr>
<tr>
<td>NSG4075</td>
<td>Holistic Professional Nursing</td>
<td>6</td>
</tr>
</tbody>
</table>

*The Nursing Electives Are:
- NSG4045  Health Promotion Across the Life Span 4
- NSG4065  Complementary & Alternative Methods in Nursing 4
- NSG4066  Palliative Care 4
- NSG4067  Gerontological Nursing 4

Program Objectives
The objectives of the Bachelor of Science in Nursing Completion Program are to graduate knowledgeable practitioners of professional nursing who will:
- Provide nursing care in a multitude of settings with technical proficiency that integrates foundational, discipline specific and interdisciplinary knowledge essential for professional practice.
- Integrate caring and concern for humanity with scientific knowledge to promote health and quality of life.
- Utilize critical thinking skills to adapt to the challenges of nursing practice of today and the future.
- Apply critical thinking skills in establishing priorities, delegating responsibility, and formulating decisions.
- Utilize the nursing process to promote health and well being in persons, families and communities.
- Communicate effectively and collaboratively within nursing and other health care disciplines.
- Provide comprehensive holistic care to persons, families and communities in any healthcare setting.
- Collaborate with consumers and other health professionals to initiate improvements of health care and health promotion.
- Model professional behavior by accepting responsibility and accountability for individual nursing practice, and for commitment to personal and professional growth.
- Empower persons experiencing health challenges by providing education and promoting health and well-being.
- Demonstrate professionalism by advocating for legal, ethical, financial and political issues involving health care.

Graduate Competencies
Students who successfully complete the nursing program will be able to:
- Apply critical thinking to formulate professional practice decisions by utilizing theoretical and empirical knowledge from scientific, humanistic and nursing disciplines.
- Utilize the nursing process, as a problem solving approach, in assessing and analyzing health problems in diverse clinical settings.
- Provide professional wholistic nursing care based on knowledge derived from theory and research.
- Provide technically proficient, competent comprehensive care.
- Communicate effectively with all persons in need of care and persons who are part of the healthcare delivery system.
- Integrate discipline-specific and interdisciplinary knowledge to nursing practice in a complex highly technical, rapidly changing health care environment.
- Demonstrate professionalism and caring in nursing practice.
- Collaborate with clients, healthcare providers, and members of the public, to build community partnerships that achieve healthcare goals and promote individual, family and community wellness.
- Demonstrate responsibility and accountability for individual nursing practice, and participate in the supervision of selected personnel in the provision of nursing care.
- Seek opportunities for educational advancement, personal and professional growth, and lifelong learning.
- Engage in professional role behaviors, using leadership and management skills to improve nursing, improve healthcare delivery, and meet the changing needs of society.
- Practice nursing in an ethically and legally responsible manner.
School of Pharmacy & Doctor of Pharmacy Program

The South University School of Pharmacy is accredited by the Accreditation Council for Pharmacy Education (ACPE). The South University’s Doctor of Pharmacy program is one of only three Schools of Pharmacy in the state of Georgia and one of only a few accredited Schools of Pharmacy in the U.S. to offer an accelerated three-year curriculum.

The South University School of Pharmacy is located on the institution’s Savannah, GA campus conveniently located near historic downtown, shopping, the beaches of Tybee Island and many other attractions. The Doctor of Pharmacy programs provides progressive, quality postgraduate education for the profession’s future practitioners.

What makes our program different?

Accelerated Program:
It is one of only a limited number nationwide and the only one in the Southeastern United States that provides four academic years of study within three calendar years.

Curriculum:
It is one with a carefully structured curriculum to prepare graduates for both high standards of contemporary pharmacy practice and the evolution of the profession.

Respected Faculty:
It is one with a mixture of seasoned and energetic young faculty with both teaching and practical experience in the field.

Teaching Method:
It is one that interrelates the basic sciences and practice in a setting of collaborative learning and teamwork.

Technology and Facilities:
It is one that offers personalized and technically-sophisticated instructional delivery. In addition, the South University School of Pharmacy features advanced equipment and facilities.

The role of pharmacists in the medical field is changing and evolving to meet the demands of the profession and society. The Doctor of Pharmacy Curriculum at South University is structured to produce graduates who can adapt to the profession’s changes while also maintaining high standards of pharmacy practice. South University’s progressive curriculum is designed to incorporate state of the art technology in addition to a traditional classroom setting.

After being accepted to the South University School of Pharmacy, students begin an accelerated, fulltime 12 quarter schedule designed to provide four academic years in three calendar years. This accelerated pace, available only in a handful of institutions in the country, allows students an earlier entry into the workforce than a conventional four-year program.

School of Pharmacy Mission Statement

The mission of South University School of Pharmacy is to prepare graduates for the practice of pharmaceutical care and life-long learning, and to promote faculty research, scholarship and service. Although the School will prepare pharmacists for all areas of practice, special emphasis is placed on the community environment in which the majority of health care services will be provided in the future.

South University Campus and Affiliations with Health Care Facilities

South University School of Pharmacy is a 40,000-square-foot, freestanding, facility designed specifically to house a modern pharmacy school. The building provides excellent instructional, laboratory, and office facilities for pharmacy students, faculty and administrators. This facility also provides two large modern lecture halls and an adequate number of small classrooms to facilitate small group instruction.

A General Purpose Laboratory is located in the building. This laboratory includes rooms for patient counseling practice and teaching physical assessment. All rooms have videotape/playback capabilities. In addition, a sterile products room and a model pharmacy are available. This practice laboratory accommodates up to 34 students per class, and is designed to emulate real practice settings as well as to provide maximum use in the academic program. There is also a 32 station Analytical Chemistry Laboratory that is used for chemistry, pharmaceutics, and professional laboratory courses. A Drug Information Center on the first floor provides an active learning center in the School of Pharmacy.

Practice sites have been recruited to support the experiential component of the curriculum. Early activity will be focused on the introductory practice experiences. Students will be precepted at sites in all three phases of practice experience: introductory, intermediate and advanced. Experiential sites will include, but not be limited to, chain and independent community pharmacies, teaching and community hospitals, long term care facilities, managed care facilities, pharmaceutical companies, home infusion therapy companies, regulatory agencies, family practice clinics and a veterinary hospital, among others.

Accreditation

Full accreditation status has been granted to the South University Doctor of Pharmacy program by the Accreditation Council for Pharmacy Education (www.acpeaccredit.org), 20 North Clark Street, Suite 2500, Chicago, IL 60602-25109, (312) 664-3575. The present accreditation term extends until June 30, 2009.
### School of Pharmacy 2008-09 Curriculum and Courses 217 credits

**1st Quarter (Summer Quarter)**
- PHA3101 Biochemistry I 3
- PHA3107 Pharmaceutical Calculations 2
- PHA3113 Pathophysiology I 5
- PHA3115 Pharmacological Analysis 2
- PHA3118 Professional Practice & Informatics 2
- PHA3135 Integrated Pharmacy Skills Lab I 2
- PHA3150 Health Care Systems 2

**2nd Quarter (Fall Quarter)**
- PHA3102 Biochemistry II 3
- PHA3114 Pathophysiology II 4
- PHA3116 Pharmacology I 4
- PHA3136 Integrated Pharmacy Skills II 2
- PHA3152 Communications 2.5
- PHA3159 Introduction to Integrated Sequence (Medicinal Chemistry and Pharmacology) 2.5

**3rd Quarter (Winter Quarter)**
- PHA3109 Microbiology/Immunology 5
- PHA3110 Pharmacology II 3
- PHA3117 Pharmacokinetics/Biopharmaceutics 2
- PHA3124 Pharmacotherapy I 2
- PHA3137 Integrated Pharmacy Skills III 2
- PHA3162 Integrated Sequence I (Medicinal Chemistry/Pharmacology) 4

**4th Quarter (Spring Quarter)**
- PHA4211 Basic Pharmacokinetics/Biopharmaceutics 4
- PHA4225 Pharmacology II 3
- PHA4238 Integrated Pharmacy Skills IV 1
- PHA4264 Integrated Sequence II Infectious Disease 5
- PHA4266 Integrated Sequence III Inflammation 3
- PHA4254 Pharmacy Law and Ethics 2

**5th Quarter (Summer Quarter)**
- PHA4280 Community Prof. Practice Experience* 8
- PHA4281 Institutional Prof. Practice Experience* 8
- PHA4282 Community Outreach 1

**6th Quarter (Fall Quarter)**
- PHA4227 Clinical Pharmacokinetics/Therapeutic Drug Monitoring 3
- PHA4236 Leadership and Advocacy 1
- PHA5335 Clinical Epidemiology And Biostatistics 3
- PHA5367 Integrated Sequence IV, Autonomic Agents 5
- PHA5368 Integrated Sequence V, GI/Hepatic Therapeutics 3
- Electives 3

**7th Quarter (Winter Quarter)**
- PHA5333 Drug Information, Literature Evaluation, Research Design & Methods 3
- PHA5353 Pharmacy Practice Management 3
- PHA5369 Integrated Sequence VI Cardiology 7
- PHA5370 Integrated Sequence VII Renal Therapeutics 3

**8th Quarter (Spring Quarter)**
- PHA5331 Applied Pharmaceutical Care I: Principles of Physical Assessment 4
- PHA5371 Integrated Sequence VIII CNS 6
- PHA5372 Integrated Sequence IX Endocrine Therapeutics 4
- Electives 3

**9th Quarter (Summer Quarter)**
- PHA5334 Complementary & Preventive Medicine 3
- PHA5332 Applied Pharmaceutical Care II: Managing Disease States 3
- PHA5354 Health Economics and Outcomes Assessment 3
- PHA5373 Integrated Sequence X Critical Care & Nutrition 4
- PHA5374 IS XI – Oncology 2
- Electives 3
- PHA5359 Peer Mentoring for Community Outreach 1

**10th, 11th, and 12th Quarters (Fall/Winter/Spring Quarters)**

#### Advanced Professional Practice Experience Rotations

- PHA4682 Advanced Professional Practice Experience Community Practice* 8
- PHA4683 Advanced Professional Practice Experience Primary/Ambulatory Care 8
- PHA4684 Advanced Professional Practice Experience Internal Medicine/Acute Care 8
- PHA4685 Advanced Professional Practice Experience Medicine Specialty 8
- PHA4686 Advanced Professional Practice Experience (Drug Information or Medical Specialty) 8
- OR
  - PHA4687 Elective Rotation 8
  - PHA4688 Other Approved Rotation 8
  - PHA4689 Advanced Professional Practice Experience Elective II Rotation 8
  - PHA4690 Advanced Professional Practice Experience DI 1
  - PHA5338 Grand Rounds 1

*Includes an Advanced Community Experience based on Pharmaceutical Care

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General Information

Student Right to Know Statement
Information on graduation/completion rates for first time full time students is available through the admissions office. These rates are calculated according to guidelines in the Student-Right-to-Know Act.

Accreditation and Affiliations
A nonsectarian, co-educational institution of higher education, South University in Savannah, Georgia is authorized under the Georgia Non-public Postsecondary Educational Institutions Act of 1990 to confer associate’s, bachelor’s, master’s and doctoral degrees. (The Georgia Non-Public Postsecondary Commission’s address is: 2082 East Exchange Place, Suite 220, Tucker, GA 30084-5305, 770-414-3300).

South University is accredited by the Commission on Colleges, Southern Association of Colleges and Schools (1986 Southern Lane, Decatur, Georgia 30033-4097; telephone number 404-679-4501) to award associate’s, bachelor’s, master’s and doctoral degrees.

The Savannah campus is approved for training veterans and other individuals by the State of Georgia Department of Veterans Services, State Approving Agency, Atlanta, Georgia 30334.

The South University, West Palm Beach campus is licensed to confer master’s, bachelor’s and associate of science degrees through the Commission for Independent Education, Florida Department of Education, 325 W. Gaines St., Ste 1414, Tallahassee, FL 32399 (850-245-3200 or www.firn.edu/doe/ciel).

The West Palm Beach campus is approved for training veterans and other eligible individuals by the State of Florida Department of Veterans Affairs, Division of Veterans’ Benefits and Assistance, Bureau of State Approving for Veterans’ Training.

The South University, Montgomery campus is chartered as an educational institution in the state of Alabama, and is authorized under Act Number 2004-282, Regular Session, Alabama Legislature, 2004, to conduct programs within the state of Alabama. The University is authorized by the State Approving Agency to train veterans under chapters 31, 34, and 35.

The South University, Columbia campus is licensed by the South Carolina Commission on Higher Education to award master’s, bachelor’s and associate’s degrees (1333 Main Street, Suite 200, Columbia, SC 29201, 803-737-2260). The South University Columbia campus is chartered by the State of South Carolina and approved by the South Carolina Commission on Higher Education (Veterans Education Section) for the training of veterans and other eligible persons.

The South University, Tampa campus is licensed to confer bachelor’s degrees through the Commission for Independent Education, Florida Department of Education, 325 W. Gaines St., Ste 1414, Tallahassee, FL 32399 (850-245-3200 or www.firn.edu/doe/ciel).

The Tampa campus is approved for training veterans and other eligible individuals by the State of Florida Department of Veterans’ Affairs, Division of Veterans’ Benefits and Assistance, Bureau of State Approving for Veterans’ Training.

Programmatic Accreditation

Medical Assisting
The Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB), Commission on Accreditation of Allied Health Education Programs, 1361 Park Street, Clearwater, FL 33756, 727-210-2350.

Physical Therapist Assisting
The physical therapist assisting program on the Tampa campus has been approved as a Candidate for Accreditation by CAPTE.

Nursing
The Bachelor of Science in Nursing program at the West Palm Beach, Tampa, and available online, as well as the Master of Science in Nursing Program are accredited by the Commission on Collegiate Nursing Education (CCNE), One DuPont Circle, NW, Suite 530, Washington, DC 20036-1120; 202-887-6791; www.aacn.nche.edu.

Legal/Paralegal Studies
The Associate of Science in Paralegal Studies and the Bachelor of Science in Legal Studies programs are approved by the American Bar Association, 541 North Fairbanks Court, Chicago, IL 60611; 312-988-6616, as legal assistant education programs.

Physician Assistant
Accreditation of the Physician Assistant program has been granted by the Accreditation Review Commission on Education for the Physician Assistant Inc. (ARC-PA), 1200 Findley Road, Suite 240, Duluth, Georgia 30097. Phone: 770-476-1224; Fax: 770-476-1738.

Anesthesiologist Assistant
The Anesthesiologist Assistant program has received initial accreditation for the maximum five-year period beginning in January 2005 from the Commission on Accreditation of Allied Health Educational Programs (CAAHEP) through their Accreditation Review Committee for Anesthesiologist Assistant Programs (ARC-AA). ARC-AA in care of CAAHEP, 35 E. Wacker Drive, Suite 1790, Chicago, IL 60601; 312-553-9355.

Pharmacy
Full accreditation status was granted to the South University Doctor of Pharmacy program by the Accreditation Council for Pharmacy Education (www.acpe-accredit.org), 20 North Clark Street, Suite 2500, Chicago, IL 60602-5109, (312) 664-3575. This accreditation extends until June 30, 2009.

Organizations and Membership
The University is a member of numerous professional organizations including the following: Alabama Association of Private Colleges and Schools
Alabama Association of Student Financial Aid Administrators
American Association of Colleges of Pharmacy
American Association of Collegiate Registrars and Admissions Officers
American Association of Medical Assisting
American Association for Paralegal Education
American Association of Physicians Assistants
American Council on Pharmaceutical Education
American Library Association
American University Personnel Association
Association of Physician Assistant Programs
The Association of University Programs in Health Administration
Career College Association
Carolina Association of Collegiate Registrars and Admissions Officers
Chamber of Commerce of the Palm Beaches
Florida Association of Student Financial Aid Administrators
Florida Career College Association
Florida Career Professionals Association
Florida Library Association
Georgia Association of Physicians Assistants
Georgia Association of Collegiate Registrars and Admissions Officers
Georgia Association of Student Financial Aid Administrators
Greater Columbia Chamber of Commerce
Library and Information Resources Network
Montgomery Area Chamber of Commerce
National Association of Legal Assistants
National Association of Student Financial Aid Administrators
Palmetto Paralegal Association
Paralegal Association of Florida, Inc.
Professional and Organizational Development Network in Higher Education
Savannah Area Chamber of Commerce
South Carolina Association of Student Financial Aid Administrators
Southeastern Library Network
Southern Association of Collegiate Registrars and Admissions Officers
Southern Association of Student Financial Aid Administrators
General Admissions Application Procedure
South University operates on a quarter system, with terms beginning in October, January, April, and June. Also, the University provides classes using compressed class calendars to meet the needs of the students.

To accommodate the experiential requirements of the program, the School of Pharmacy’s quarters begin in June, September, January, and March. New students may only matriculate in June of each year.

South University Online operates classes in a compressed format of 5.5 weeks designed to meet the needs of today’s busy adults.

Applications for general admission to the Columbia campus should be sent to:
Director of Admissions
South University
9 Science Court
Columbia, South Carolina 29203

Applications for general admission to the Montgomery campus should be sent to:
Director of Admissions
South University
8256 Vaughn Road
Montgomery, Alabama 36116

Applications for general admission to the Savannah campus should be sent to:
Director of Admissions
South University
700 Mall Boulevard
Savannah, Georgia 31406-4805

Applications for general admission to the Savannah campus online program should be completed and transmitted online at: http://online.southuniversity.edu

Applications for general admission to the Tampa campus should be sent to:
Director of Admissions
South University
4401 North Himes Avenue
Tampa, FL 33614

Applications for general admission to the West Palm Beach campus should be sent to:
Director of Admissions
South University
1760 North Congress Avenue
West Palm Beach, Florida 33409-5178

An application fee must accompany the application. This fee is not refundable except as provided under the section Financial Information of this catalog.

The following steps must be completed before a final decision for admission may be reached and the student is allowed to register:
1. Submit the application form with appropriate fee.
2. Submit acceptable transcripts (including verifiable faxed transcripts) from all high schools and colleges attended within twelve weeks of the class start date.
3. Complete all tests administered by the University or submit SAT, or ACT scores to the registrar’s office.

All documents submitted to the University become its property and will not be returned.

After receipt of the application form, the University will schedule a date for the administration of tests and notify the applicant. Upon completion of the above steps, each applicant will receive written notification of the action taken by the admissions office.

Applications for admission to the Anesthesia Sciences, Physician Assistant Studies, Pharmacy or Nursing programs are directed to those specific programs. Procedures and additional admission requirements related specifically to these programs can be found in this section of the catalog, in the individual handbooks for these programs, and online at www.southuniversity.edu.

Additional admission requirements related specifically to the anesthesiologist assistant, nursing, pharmacy and physician assistant programs can be found in other sections of this catalog and in the handbooks for these programs.

General Admission Requirements
To be admitted to any of the programs at South University, including online programs, the prospective student must be a high school graduate or the equivalent (e.g., GED) and submit a minimum combined SAT I score of 900, a combined ACT score of 19, or a satisfactory score on the University administered admissions examination (see the Admissions Office) or meet the criteria established for acceptance as a transfer student. South University accepts the International Baccalaureate Program diploma as meeting the requirement for high school graduation.

Fully online students who fail to provide proof of high school graduation within 12 weeks of their start date will be removed from class enrollment; they will receive no grades, and are responsible for all charges.

Academic Support Admission
Applicants not meeting the testing standards for general admission can be accepted under academic support admission by submitting a minimum combined SAT I score of 660, a combined ACT score of 14, or a satisfactory score on the University administered admission exam, like the Accuplacer.

Students submitting the University administered admission test such as the Accuplacer exam must have minimum section scores as well. The Office of Admissions can inform students of those requirements.

Note: Students accepted under academic support admission are limited to 12 credit hours of study during their first quarter. Students enrolled in programs that include UVC1000, Strategies for Success are required to take the course within their first two quarters of study at the University. Students must be enrolled in the appropriate developmental courses during their first two quarters of attendance.

Developmental course requirements must be completed within four quarters of study at the University.

To facilitate the admissions process, unofficial documentation, such as copies of transcripts or grade reports, may be used to determine admission status. Transfer status cannot be designated, however, without some verifying documentation. Admissions test scores on university administered entrance exams will not be accepted from other universities. Prospective students must take the University administered admission exam, like the Accuplacer, at South University.

A transfer student’s overall record should not be less than the minimum academic standard required of South University students. Credit earned at an accredited technical college may not transfer unless the credit earned is equivalent to courses offered in degree programs, including the associate degree.

Transfer students will be exempted from developmental courses on the basis of grades earned in credit bearing English or math courses transferred to South University, if applicable, or SAT or ACT, or scores on the University administered entrance exam only if the exam was taken at South University.

An applicant seeking transfer admission who cannot meet the above criteria may submit SAT, ACT, or University administered admissions examination scores to achieve general admission.

Students who are citizens of countries other than the United States should refer to the section entitled Admission of International Students.

Academic Placement Tests
Placement tests in algebra and English are administered to determine if a student needs additional preparation in either of these areas. If a need is indicated, the student must enroll in the required course(s) in the first quarter in which scheduling the required course(s) is practical. All students who do not meet the criteria below must take placement tests during the admissions process unless they are transfer students.

Transfer students must take the appropriate placement test(s) if they are not exempt from either MAT0009 and/or ENG 0009. Transfer students may be exempted from developmental courses in the following ways:

1. On the basis of grades earned in credit bearing or developmental English or math courses transferred to South University, if the courses were taken at an accredited collegiate institution, the course was equivalent to courses offered at South University and the grade earned in the course was a C or better.

2. If applicable, students may also be exempted from developmental courses on the basis of SAT or ACT scores as noted above. Students may also take the University administered admissions examination at South University campuses to seek such exemptions. Information from other documents, such as transcripts from other institutions, will not be considered.
Admissions

Personal Enrichment Enrollment
Enrollment in selected subjects for personal enrichment is available under certain circumstances. Students attempting to enroll under these circumstances are classified as special subject students and are not eligible for Title IV financial aid. This status allows a student to enroll in one class per quarter for no more than three quarters without following the standard admission procedures or meeting standard admission requirements. Individuals participating in a specifically contracted workshop, seminar, or course that is not part of the pursuit of a degree are not required to meet any admissions requirements. Status as a special subject student is not available to veterans receiving G.I. benefits. Students enrolled in South online programs can take two classes per quarter for a maximum of three quarters and at the end of that period must be fully admitted to continue to enroll in SU classes.

Home-school Students
Home-schooled students are individuals who have completed a secondary school education in a home school setting that is treated as a home school or a private school under state law. The student has either:

- Obtained a secondary school completion credential as provided by state law,
- Completed a secondary school education in a home school setting under state law.

Students must provide evidence that home schooling was conducted in accordance with state laws. A certificate of attendance or completion is not sufficient.

Admission of Transient Students
Transient status means that students are admitted only for a specified period of time, normally one quarter. Applicants for transient status must file a regular application form and submit a statement from their dean or registrar that they are in good standing and have permission to take specific courses at South University for transfer to their own institutions when satisfactorily completed. Since transient students are not admitted as regular students, transcripts of work completed elsewhere are not usually required of such applicants. Transient students who wish to remain enrolled longer than one quarter must meet all requirements for general admission or transfer students.

Admission of Transfer Students
To be eligible for admission, transfer students must complete the application procedures and satisfy the following criteria:
1. Submit a completed application for admission.
2. Transfer credit from an accredited collegiate institution.
3. Have earned 30 or more quarter credit hours, or the equivalent (e.g. 20 semester hours), with a cumulative GPA of 2.00.
4. Submit official transcripts from all colleges and universities attended.

For transfer of credit practices refer to the applicable section under the Academic Information portion of this catalog.

Joint Enrollment for High School Students
Through this program for outstanding high school seniors, students may pursue collegiate course work while completing their high school requirements. Students accepted into this program will be allowed to enroll part-time or full-time at the university; provided they meet course prerequisites and receive permission from their high school principal or counselor. Students may forfeit the privilege of the program if they receive a grade below a C in their collegiate course work or if their high school average falls below a B. To be considered for this program, a student must satisfy all of the following criteria:
1. Provide a written recommendation from the principal or counselor.
2. Have the written consent of a parent or guardian.
3. Complete the eleventh grade prior to application.
4. Attain a satisfactory score on the ACT or SAT, or on the University entrance exam.
5. Achieve a minimum grade point average of 3.0 in high school work completed.

Further information about this program can be obtained through the admissions office or registrar's office.

Readmission of Former Students
Students who previously attended South University but who have not been enrolled for one year or longer may be readmitted without retesting for admission, but must apply for re-admission and pay a readmission fee of $50. If they were enrolled at other colleges during their absence, transcripts of course work taken must be sent to South University. Applications for readmission should be submitted at least one month before the beginning of the quarter the student plans to return. A candidate for readmission must either demonstrate that they already meet the entrance test requirement for admission in effect at the time of re-admission or retest to achieve that minimum entrance score. However, a student seeking readmission whose prior record indicates entrance scores below the current standard but who has attempted 36 or more credits, has a minimum cumulative GPA of 2.50, and has a completion rate of 65 percent of the hours attempted, will be readmitted on the basis of the previous enrollment and will not be required to submit new entrance test scores. Former online students should submit an application for readmission at https://www.southuniversityonline.com/gettingstarted/readmissions.aspx.

The University reserves the right to deny admission to any applicant for re-entry who has an unacceptable academic or conduct record. Students with outstanding financial obligations to the University must make arrangements with the business office before they will be allowed to matriculate.

Admission of International Students
All international applicants to South University must meet the same admissions standards as all other students. Additionally, international students must demonstrate competence in the English language by submission of a minimum score of 550 on the written/ 213 on the computer based Test of English as a Foreign Language (TOEFL), the equivalent score from other approved language tests as determined by the registrar from current South University policy; or one of the following to demonstrate the equivalent level of English proficiency:

- TOEFL
  - ACT English: 19
  - SAT Verbal (Reading): 500
- International Students
  - A certificate of attendance or completion
  - A written recommendation from the principal or counselor

Further information about this program can be obtained through the admissions office or registrar's office.

Admissions Requirements for Nonimmigrant Students
An international student seeking to enroll at South University in valid student non-immigrant status must submit each of the following items:

- A complete and signed Application for Admission Form;
- Official scores on the SAT or the ACT or the institutionally administered examination;
- Original or official copies of all educational transcripts (high school and, if applicable, university-level academic records) and diplomas. These educational transcripts and diplomas must be prepared in English or include a complete and official English translation. International students are expected to have successfully completed a minimum of the equivalent of a US secondary school degree. International students seeking transfer credit from post-secondary non-American institutions must provide an official evaluation of credit from a recognized credit evaluation agency (i.e. World Education Service);
- Proof of English language proficiency (See International Admissions Policy for acceptable proof);
- A completed and signed Sponsor’s Statement of Financial Support (this statement is not required if the student is self-sponsored);
- Official bank statements. Bank statements must verify sufficient funds to cover the cost of the educational program as well as all living expenses;
- A U.S. $25 application fee;

Alternative Associate/Bachelor Graduate Programs to TOEFL

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<tr>
<th>Test</th>
<th>Minimum Score</th>
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<tbody>
<tr>
<td>ACT</td>
<td>19</td>
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<tr>
<td>SAT</td>
<td>500</td>
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<tr>
<td>TOEFL</td>
<td>213</td>
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Undergraduate students may also satisfy the minimum standard of English language proficiency by submitting:

- Proof of successful completion of a minimum of two semesters or quarters of post secondary coursework in which English is the language of instruction—minimum term GPA of 2.00 each;
- Satisfactory completion of transferable English 101 or 102 courses (or equivalent) at an English speaking college or university within the USA.

Admissions Requirements for Nonimmigrant Students
An international student seeking to enroll at South University in valid student non-immigrant status must submit each of the following items:

- A complete and signed Application for Admission Form;
- Official scores on the SAT or the ACT or the institutionally administered examination;
- Original or official copies of all educational transcripts (high school and, if applicable, university-level academic records) and diplomas. These educational transcripts and diplomas must be prepared in English or include a complete and official English translation. International students are expected to have successfully completed a minimum of the equivalent of a US secondary school degree. International students seeking transfer credit from post-secondary non-American institutions must provide an official evaluation of credit from a recognized credit evaluation agency (i.e. World Education Service);
- Proof of English language proficiency (See International Admissions Policy for acceptable proof);
- A completed and signed Sponsor’s Statement of Financial Support (this statement is not required if the student is self-sponsored);
- Official bank statements. Bank statements must verify sufficient funds to cover the cost of the educational program as well as all living expenses;
- A U.S. $25 application fee;
• A photocopy of the student’s passport to provide proof of birth date and citizenship (students outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate);
• For all applicants residing in the United States at the time of application: a photocopy of the visa page contained within the student’s passport as well as a photocopy of the student’s I-94 arrival departure record (both sides);
• For all applicants residing in the United States at the time of application in either F, M, or J non-immigrant classification: written confirmation of non-immigrant status at previous school attended before transferring to South University;
• Proof of Health Insurance. Students who do not possess health insurance upon applying to South University must be prepared to purchase health insurance through an approved provider upon commencement of studies.
• Additional fees may also be required for international students.

If an international student is transferring from a college or university in the United States, the International Student Transfer Clearance Form is also required.

All documentation must be submitted to South University’s registration office 30 days prior to a term’s registration date for acceptance for that term. The University reserves the right to update these admissions requirements; subject to current federal regulations concerning the enrollment of non-immigrant alien students.

South University is authorized under federal law to admit non-immigrant alien students.

College Board Advanced Placement (AP) Examinations
South University supports the College Board’s Advanced Placement Program, which allows high school students the opportunity to pursue college level courses in their own schools and to be taught the material by their own teachers. After completion of the AP courses, students take the appropriate AP test to determine their level of achievement. For college credit to be awarded, a student must have official score reports from the College Board sent directly to the Office of Registrar at South University.

Since there is major overlap in course content between the two English AP exams, the awarding of AP credit in English will be treated separately from that of other disciplines as follows:
1. If a student receives a score of “3” or “4” on either English AP exam, credit will be awarded for English 101 or its equivalent (four quarterhour credits);
2. If a student receives a score of “3” or “4” on both English AP exams, or a “3” on one and a “4” on the other, credit will be awarded for English 101 and 102 or their equivalents (eight credits);
3. If a student receives a score of “5” on either or both English AP exams, credit will be awarded for English 101 and 102 or their equivalent (eight credits).

For additional information concerning the awarding of AP credit, contact the Registrar at the appropriate campus.

Credit by Examination
South University offers students an opportunity to obtain credit in areas of competency through university-administered proficiency examinations. South University does not award credit for life experience.

If CLEP or Dantes examinations do not exist for the course, the vice president for academic affairs, in consultation with the Dean of the school overseeing the course, is the final authority on whether or not a course may be exempted through the examination process. Department chairs select the examinations to be used. To be eligible to earn credit the student must:
1. Submit a written request to the campus dean of academic affairs.
2. Verify that he or she has not previously taken the course at South University.
3. Verify that he or she is not currently enrolled in the course at South University.
4. Pay a $250 examination fee (this does not apply to examinations to exempt the keyboarding or word processing course).

Students can attempt to earn credit by examination for a course only once and must score an 85 or better to receive credit. Students scoring below an 85 must take the course challenged as required in the curriculum. (Students attempting to exempt keyboarding courses must score a B or better on all sections of the examination to earn credit.) Credits earned by examination are considered in the same way as transfer credits and are not used in the computation of the student’s grade point average. Students may not earn more than 60% of their total credits and 50% of their major credits through credit by examination, transfer credit, or a combination thereof.

CLEP and DANTES certification exams can be submitted for evaluation for course credit. The guidelines for awarding credit are available from the registrar. In general, no score less than 50 on the CLEP test will be accepted.

College credit may also be awarded for education training completed through business and industry, the armed services or government organizations. South University is guided by the principles and recommendations of the American Council on Education (ACE) guidebooks when assessing requests for credit earned in this manner. Students must have ACE transcripts sent directly from the Center for Adult Learning and Educational Credentials to the Office of Registration and Records at South University.

University Credit for Military Experience and Training
Students who wish to have their military experience and training evaluated for university credit should submit copies of appropriate forms to the registrar’s office. Veterans should submit DD Form 214, and active duty military personnel should submit DD Form 295. Active duty Army personnel and soldiers discharged since October 1, 1986, should also provide the registrar with copies of their Army/ American Council on Education Registry Transcripts.

South University accepts as transfer credit completion of formal military courses as recommended by the American Council on Education (ACE) when verified through official transcripts (Army/ACE Registry Transcript System, Community College of the Air Force, Sailor/Marine/ACE Registry Transcript, Registry of Credit Recommendations, or National Registry for Training Programs). Additionally, credit may also be awarded through review of a student’s certified Department of Defense (DD) Form 214 (Armed forces of the United States Report of Transfer or Discharge) in conjunction with the ACE Handbook, Evaluation of Educational Experiences in the Armed Forces.

Credit will be applied to a degree program upon the approval of the Chair of the Department from which the degree is to be awarded.

Transferability of Credits to Other Colleges
South University is accredited by an accrediting agency recognized by the United States Department of Education. However the fact that a school is licensed and accredited is not necessarily an indication that credits earned at that school will be accepted by another school. In the U.S. higher education system, transferability of credit is determined by the receiving institution taking into account such factors as course content, grades, accreditation and licensing. For this reason South University does not imply, promise, or guarantee that credits earned at South University will be accepted by another college or university.

Students planning to transfer to other colleges or universities are responsible for consulting with the registrar at those institutions as early as possible concerning the acceptance of credits earned at South University.

Specialized Program Admission
Enrollment in the Anesthesiologist Assistant, Nursing, Pharmacy and Physician Assistant programs is limited; therefore, to be considered for selection, applicants must meet the minimum criteria as detailed in the individual application packets for these programs.

Students wishing to enter a program in the College of Health Professions or the School of Pharmacy should be aware that a prior felony conviction may restrict an individual’s ability to obtain professional licensure or certification. Acceptance into a South University program or its completion does not imply or guarantee that a student will be able to obtain such licensure or certification.

College of Arts and Sciences

Procedure for Admission
Master of Science in Criminal Justice Program
(Online Degree Program)

In addition to the general requirements of the University, specific requirements for admission to classified graduate status are:
• A bachelor’s degree from an accredited college or university;
• Completion of application for admission and submission of application fee ($50);
• A 2.7 overall grade point average or higher.
Admissions

on completed requirements for the bac- calaureate degree, or, GRE minimum test scores, 450 verbal, 450 quantitative, and 3.5-4.0 analytical, or Millers Analogies Test (MAT): achieve a minimum overall scaled score of 402.

Transfer of Credit
The majority of credits toward any graduate or post-graduate degree program must be earned at South University. Credit for transfer work will be given if the courses were taken at an accredited collegiate institution, the course is equivalent to courses offered at South University, and the course carries a grade of “B” or better. All transfer credit will be reviewed and approved by the Dean, College of Business, and the Department Chair of the respective academic department. Students may transfer up to three courses.

Progression Policy
The following is a description of the required minimum satisfactory academic progress requirements that must be met by all students in the Master of Science in Criminal Justice graduate program:

• The student must complete his/her program within a maximum time-frame of 150 percent of the normal published length of the program.
• The student must maintain a cumulative grade point average of 3.0 or above.
• The student must complete each course within his/her program with a final grade of “C” or better. Failure to achieve a final grade of “C” or better requires the student to immediately repeat the course in question.
• The student enrolled in any graduate course in the College of Business must pass the course with a final grade of “C” or better after two attempts or the student will be academically dismissed.
• The last grade earned will count in the student’s GPA calculation.
• All grades earned will appear on the student’s transcript.

Procedure for Admission
Professional Counseling Program
Admissions criteria for the Professional Counseling program are consistent with those required in other master’s degree level programs at South University. As the admissions process also takes into consideration the characteristics deemed essential to becoming a professional counselor, material is also required which will enable a determination to be made of the applicant’s personal integrity, maturity, interpersonal skills, and ability to communicate effectively. The criteria used in determining admission to the graduate program include:

1. Completion of a bachelor’s degree from an accredited institution.
2. A grade point average of at least 2.7 (on an Admissions scale of 4.0) for the last 60 hours of coursework (including relevant graduate work)
3. Applicants for whom English is a Second Language (ESL) must submit a minimum paper based TOEFL score of 600 or the electronic based score of 250 to be considered for the program
4. Interview with the professional counseling department chair/program director or designated faculty member.
5. Approval of the campus program admissions committee.
6. Completion of an application for admission and submission of a $50 application fee.
7. Submission of a personal/professional statement addressing the applicant's interest in counseling, professional goals, along with a self-appraisal of academic and professional qualifications.
8. Submission (within 12 weeks of class start dates) of official transcripts from all post-secondary institutions attended.
9. Current résumé (or career summary).

All required admissions documentation and criteria will be reviewed and evaluated. Applicants will be notified regarding acceptance. Applicants should review the published general graduate requirements listed in the South University catalog. Students who are citizens of countries other than the United States should also refer to the section in the South University catalog entitled Admission of International Students.

College of Business

Procedure for Admission
Master of Business Administration, Accelerated Master of Business Administration, Master of Business Administration/Healthcare Administration and Master of Science in Leadership
Admissions criteria for the MBA and MBA/HCA, degree programs are:

• Completion of application for admission and submission of application fee ($50).
• Completion of an undergraduate degree from an accredited institution with a GPA of 2.7 or better on a 4.0 scale, or, completion of an undergraduate degree from an accredited institution with a minimum combined GMAT score at or above the 50 percentile.

Transfer of Credit
The majority of credits toward any graduate or post-graduate degree program must be earned at South University. Credit for transfer work will be given if the courses were taken at an accredited collegiate institution, the course is equivalent to courses offered at South University, and the course carries a grade of “B” or better. All transfer credit will be reviewed and approved by the Dean, College of Business, and the Department Chair of the respective academic department. For the MBA and MBA/HCA, only the Fundamental courses may be transferred (MBA 5001, MBA 5002, and/or MBA 5003). Maximum number of classes to transfer is three courses or 12 quarter hours.

Credits earned at any South University campus will be accepted at all campuses. These credits will not be considered transfer credit; they will be included as credits earned at South University. If a campus should close a program in any state, students in good standing will be accepted at any South University campus having the same or a similar authorized degree program. The credits earned in the students' original degree program will be applied to the degree program at the new location.

Foundation Courses Required
Students must have successfully completed a Bachelor’s degree from an accredited institution. The following foundation undergraduate courses must have been satisfactorily completed from an accredited institution or be satisfactorily completed (grade of C or better) within the first two quarters after acceptance into the MBA program. If the courses are taken at South University, the undergraduate tuition rate will apply to these courses.

• Accounting: two courses (or completion of MBA5000 at South University)
• Macroeconomics: one course
• Statistics: one course

Major Field Test
The curriculum contains a Major Field Test as part of the grading within MBA6999, Strategic Development and Implementation, the Capstone Course. The test is designed to assess overall proficiency in eight group reliable areas including accounting, economics, management, quantitative business analysis and information systems, finance, marketing, legal and social environment, and international issues. Students will be tested to demonstrate that they have achieved the goals for learning established by South University and the specific academic department.

Progression Policy
With each of these master’s degree programs, if the student receives a grade of “C” in the first 20 hours they will be placed on academic probation. A second grade of “C” or less within the student’s first twenty hours of graduate study will result in the student’s dismissal from the program. A grade of “C” or less after the student’s twentieth hour of study will result in dismissal from the program.

Students must apply for graduation two quarters before the date of graduation. All degree requirements must be completed within five (5) years.

Procedure for Admission
Master of Science in Information Systems and Technology

• Completion of application for admission and submission of application fee ($50)
• Completion of an undergraduate degree with a GPA of 2.7 or better on a 4.0 scale from an accredited institution, or completion of an undergraduate degree and GRE scores in the 50th percentile for all three sections or GRE Graduate Subject Test in Computer Science in the 50th percentile or Millers Analogies Test (MAT) minimum raw score of 44.
Procedure for Admission Master of Public Administration

Admissions criteria for the Master of Public Administration program are consistent with those required in other master’s degree-level programs within the College of Business at South University. As the admissions process also takes into consideration the characteristics deemed essential to becoming a professional within the governmental and non-profit sector, material is also required which will enable a determination to be made of the applicant’s personal integrity, maturity, interpersonal skills, and ability to communicate effectively.

The criteria used in determining admission to the graduate program include:

1. Completion of a bachelor’s degree from an accredited institution.
2. A cumulative grade point average of at least 2.70 (on a scale of 4.0) for the last 60 hours of coursework (including relevant graduate work).

Exceptions to the Minimum GPA

Applications with grade point averages lower than the stated program minimum may be considered for admission with significant evidence of academic and professional potential demonstrated by the career and/or personal accomplishments indicated in the personal statement of academic and professional goals, the career résumé, academic or professional letters of recommendation, and GRE Scores. Although GRE scores are optional, submission of scores may improve an applicant’s application. Exceptions must be recommended by the department chair or program director. Students admitted on an exception basis will be admitted as regular students on a probationary status for the first quarter of enrollment. In order to remain enrolled after the first quarter, the student must achieve a GPA of at least 3.0.

3. Applicants for whom English is a Second Language (ESL) must submit a minimum paper-based TOEFL score of 600 or the electronic-based score of 250 to be considered for the program.
4. Completion of an application for admission and submission of a $50 application fee.
5. Submission (within 12 weeks of class start dates) of official transcripts from all post-secondary institutions attended.

Once all required admissions documents and information are submitted, the criteria will be reviewed and evaluated. Applicants will be notified regarding acceptance within two to three weeks of review and evaluation.

Applicants should review the published general graduate requirements listed in the South University catalog. Students who are citizens of countries other than the United States should also refer to the section in the South University catalog entitled Admission of International Students.

Transfer of Credit

Students may transfer a total of 12 credit hours into the Master of Public Administration program. The specific courses for which transfer credit is available are MPA5001 Foundations of Public Administration, MPA5005 Public and Non-Profit Organizational Behavior, and MBA6501 Strategic Human Resources Management. The evaluation of transfer credit follows South University’s applicable policies and procedures that pertain to accredited institutions.

Program Objectives

Upon completion of the Master of Public Administration program, students should be able to:

- Demonstrate thorough understanding of the political, social, institutional, and organizational setting in which practitioners in public administrators function.
- Comprehend and apply the concepts, principles, and methods of research in public administration, to enhancing administrative functions and decision making.
- Demonstrate thorough understanding of non-profit and government accounting requirements and ability to develop a comprehensive operating budget with multiple funding streams and varied contract periods and terms.
- Develop research design using scientific investigation and systematic inquiry in area of public administration or public policy development or implementation.
- Gain comprehensive understanding of all aspects of strategic human resource management.

In addition to the above objectives, students completing the Non-profit Administration specialization should be able to:

- Gain a thorough understanding of the status of non-profit organizations in the United States, their legal and governance framework, and their general role in the area of public services.
- Demonstrate an understanding of the roles of volunteers, their recruitment, training, and retention.
- Articulate the key challenges facing non-profit organizations in the areas of fundraising, marketing and public relations and the trends in private non-profit and private for-profit collaborations.
- Demonstrate an understanding of the grants process including locating potential funding sources (from foundations, corporations, and through government grants and contracts), evaluating Requests for Proposals (RFPs), developing all components of a grant application and of subsequent administrative, financial, and programmatic contract management.
- Demonstrate ability to conduct administrative, financial, and programmatic evaluations of non-profit organizations and government programs.

In addition to the above objectives, students completing the Public Policy specialization should be able to:

- Demonstrate ability to conduct administrative, financial, and programmatic evaluations of non-profit and government programs.
- Understand concepts of economics and its role in public policy making and demonstrate ability to use fundamentals in assessing policy options.
- Articulate the legislative and judicial processes involved in public policy making at the local, state, and federal levels.
- Demonstrate understanding of theories and ability to apply techniques of policy analysis to public policy making and to public sector and non-profit services and programs.

College of Health Professions

Procedure for Admission Anesthesiologist Assistant Program

Admissions Requirements

Familiarity with Practice of Anesthesia

Applicants to the program must be familiar with the practice of anesthesia, including related activities in the operating room. Individuals who are not familiar with the practice of anesthesia and have had no exposure to an operating room environment must spend at least 8 hours with an anesthetist or an anesthesiologist in an operating room observing the conduct of anesthetics. In addition, the applicant is required to summarize an article of their choice from current anesthesia literature.

Technical Standards

To undertake and successfully complete the Anesthesiologist Assistant program, as well as to function successfully as an Anesthetist Assistant after graduation, requires that an individual meet certain fundamental physical, cognitive, and behavioral standards. The requisite technical skills include, but are not limited to the following:

- Effectively communicating verbally with patients and their family members and with other healthcare professionals.
- Interacting with patients, including obtaining a history and performing a physical examination.
- Effectively communicating in writing, and by record keeping, those data and information essential to the practice of anesthesia and the care of patients.
- Reading and comprehending written parts of the medical record and other patient care documents in order to safely and effectively participate in the practice of anesthesia.
- Having sufficient knowledge, motor skills and coordination to perform diagnostic and therapeutic tasks, including invasive procedures, on patients in a timely manner so as to ensure the safety and well-being of the patients. These tasks include but are not limited to peripheral and central venous catheterization, arterial puncture and cannulation, breathing bag-and-mask ventilation, laryngeal mask airway insertion and management, endotracheal intubation.
- Having sufficient strength, motor skills and coordination to lift, move, and position.
Admissions

Patients as required for administration of anesthesia and performance of cardiopulmonary resuscitation.

- Having sufficient speed and coordination to quickly and safely react to emergent conditions throughout the hospital in order to assure patient safety.
- Recognizing and differentiating colors of signals displayed on monitors; being able to work in both light and dark conditions as exist in patient care areas (e.g., operating room, radiology suite, endoscopy suite); being able to recognize details of objects both near and far.
- Hearing, processing, and interpreting multiple conversations, monitor signals, alarms, and patient sounds simultaneously in fast-paced patient care settings (e.g., operating room, intensive care unit, emergency room).
- Having no impairment that would preclude continuous performance of all of the above activities or any and all of the other activities that are an integral part of an anesthesiologist assistant’s participation in the anesthesia care team.

General Admission Requirements

Students wishing to enter the Anesthesiologist Assistant program in the College of Health Professions should be aware that a prior felony conviction may restrict an individual’s ability to obtain professional licensure or certification. Acceptance into a South University program or its completion does not imply or guarantee that a student will be able to obtain such licensure or certification.

General admission requirements include:

- Baccalaureate degree, including above average performance in courses required in a premed curriculum.
- Official transcripts of all undergraduate and graduate course work.
- Undergraduate courses (no substitutions are permitted and survey courses or courses for non-science majors are not acceptable):
  - English: 3 semester hrs/4-5 quarter hrs.
  - General Biology*: 6 semester hrs/9 quarter hrs. (Full Academic Year)
  - General Chemistry: 6 semester hrs/9 quarter hrs. (Full Academic Year)
  - Organic Chemistry**: 3 semester hrs/4-5 quarter hrs. (Sophomore 200 Level)
  - Biochemistry: 3 semester hrs/4-5 quarter hrs.
  - General Physics: 6 semester hrs/9 quarter hrs. (Full Academic Year) (Sophomore 200 Level)
  - Calculus: 3 semester hrs/4-5 quarter hrs.
  - Statistics: 3 semester hrs/4-5 quarter hrs.
- Graduate Record Examination (GRE) scores from either the written examination or the computer-based examination taken within five years prior to application. The Program must receive official score reports directly from the Educational Testing Service. The Code for South University is 5167. Medical College Admission Test (MCAT) scores may not be substituted for GRE scores. The MCAT scores may be submitted in support of the application if the applicant desires.
- Three letters of recommendation from persons familiar with the applicant’s prior academic performance and academic potential, character, work habits, and suitability for graduate study leading into a career in clinical practice.
- Submission of the completed application form and all of its components.
- Familiarity with the practice of anesthesia, including the environment in which day-to-day work occurs.
- In the applicant’s own words, he/she must write a summary of an article of her/his choice that appears in a current anesthesiology journal on the required form (available at South University, Savannah).
- Interview at the request of the Admissions Committee, on-site at South University, Savannah, Georgia.

Guidelines for Graduates of Colleges and Universities Outside the United States

South University is authorized under federal law to admit non-immigrant alien students. In addition to the General Admission Requirements (above), the applicant who has graduated from a college or university outside the United States regardless of United States’ residency status must do the following (not necessary for United States Territories):

- Official transcripts of all undergraduate and graduate course work taken outside the United States must be submitted to the program, along with the report from a credentialing organization (e.g., Educational Credential Evaluators, Incorporated) demonstrating equivalency to a Bachelor’s degree received at an American college or university, and evaluating the transcript course-by-course for equivalency to required prerequisites for admission to the Anesthesiologist Assistant Program.
- Deficiencies in required course work must be made up by taking appropriate courses in a college or university in the United States. Please note that no exemptions will be made for required course work regardless of degrees or certification received outside the United States, experience, work background, or education.
- A completed and signed Sponsor’s Statement of Financial Support (this statement is not required if the student is self-sponsored (International Students only)).
- Official Bank Statements. Bank statements must verify sufficient funds to cover the cost of the educational program as well as all living expenses.
- A statement from a qualified physician describing any emotional or physical illnesses suffered by the applicant during the preceding five years, or certifying freedom from such illnesses (International Students only).

In addition to the General Admission Requirements (above) and the first three requirements of this section, the applicant who has graduated from a college or university of a country for which English is not the primary language regardless of United States’ residency status must do the following:

- Applicant must obtain a minimum score of 600 on the written (or comparable score on the computerized) Test of English as a Foreign Language (TOEFL). The program must receive an official score report directly from Educational Testing Service, Princeton, NJ.
- A photocopy of the student’s passport to provide proof of birth date and citizenship (students outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate);
- For all applicants residing in the United States at the time of application: a photocopy of the visa page contained within the student’s passport as well as a photocopy of the student’s I-94 arrival departure record (both sides);
- For all applicants residing in the United States at the time of application in either F, M, or J non-immigrant classification: written confirmation of non-immigrant status at previous school attended before transferring to South University;
- Proof of Health Insurance. Students who do not possess health insurance upon applying to South University must be prepared to purchase health insurance through a South University approved provider upon commencement of studies.

If an international student is transferring from a college or university in the United States, the International Student Transfer Clearance Form is also required.

All documentation must be submitted to South University’s registrar’s office 30 days prior to a term’s registration date for acceptance for that term. The University reserves the right to update these admissions requirements; subject to current federal regulations concerning the enrollment of nonimmigrant alien students.

Health Requirements

A recent medical history and physical examination must be on file with the South University Department of Anesthesia Sciences prior to registration for the first quarter.

For health and safety of students, patients, and others with whom the student may come in contact, the South University Department of Anesthesia Sciences has established the following immunization, laboratory measurement, and surveillance requirements:
Tetanus, diphtheria (Td)
Initial Immunization Requirement
Within past 10 years
Follow-up and Alternatives
Vaccination
Surveillance and Exposure Requirements
n/a
Measles, Mumps, Rubella (MMR)
Initial Immunization Requirement
Vaccine booster (if born after 1957)
Follow-up and Alternatives
Vaccination series
Surveillance and Exposure Requirements
n/a
Polio
Initial Immunization Requirement
Documentation of vaccination with appropriate boosters
Follow-up and Alternatives
Vaccination
Surveillance and Exposure Requirements
n/a
Hepatitis B
Initial Immunization Requirement
Documentation of previous immunization or 3-dose vaccination
Follow-up and Alternatives
Serology (Decimation forms will be available to students for whom the immunizations are contraindicated)
Surveillance and Exposure Requirements
Follow protocol for hepatitis B exposure
Varicella
Initial Immunization Requirement
History of chicken pox or serology
Follow-up and Alternatives
2-dose vaccination for negative serology
Surveillance and Exposure Requirements
n/a
Tuberculosis (TB)
Initial Immunization Requirement
Documentation of negative PPD within past 3 months or PPD skin test at matriculation
Follow-up and Alternatives
Positive PPD requires CXR every 6 months
Surveillance and Exposure Requirements
PPD every 12 months unless PPD-negative. CXR every year if PPD-positive; follow protocol for MDR TB exposure
§ Previous BCG administration does not exempt PPD testing.

Insurance Requirements
Students in the South University College of Health Professions are required to have continuous health insurance coverage in force for the duration of their enrollment. Students must purchase through the University at a nominal cost a plan that covers treatment and monitoring for needle stick injuries regardless of the clinical site where they may be rotating. For the personal safety of each student, it is imperative that every student have an adequate health plan or the resources to pay for necessary medical care in the event of a needle stick or exposure to pathogenic organisms and the University has arranged for all students in the health professions programs to have coverage at minimal expense.

Payment for all medical and psychiatric services – elective and emergent – are the responsibility of the student no matter what the source of an illness or injury may be. The student is responsible for payment of medical services including all laboratory and other diagnostic and therapeutic services rendered as part of a protocol into which a student is entered in the event of exposure to known or suspected pathogenic organisms. Each clinical site has a specific established protocol for exposure that the student must follow.

Applicants with Disabilities
In accordance with policies of South University, the Program does not discriminate against any individual because of disability. Applicants must meet the requirements for technical standards as printed above. Students with disabilities should consult with the Dean of Student Affairs, who coordinates disability services.

Application Process
The application process is open between July 1, 2008 and February 13, 2009 for admission to the class entering for summer quarter of the following year. If an application meets minimum requirements, the prospective student will be assigned to an interview group based upon when the application was completed. The earlier the application is completed, the earlier interview group that will be assigned. Applicants must meet the following deadlines in order to have their application considered for admission:

Applications must be received in the Program office no later than January 11, 2007. Applications must be complete in all parts by February 16, 2009.

Clerical and informational deficiencies in an application will be documented in a communication sent within 10 days of receipt of application. The applicant is solely responsible for completion of his/her application. The program is not responsible for deficiencies due to US mail or failure of third parties to complete an applicant’s request for transcripts, scores, letters of reference, etc. Eligible applicants will receive a request for an interview from the program. All interviews are scheduled at South University in Savannah between January and March. The program provides information about transportation, lodging, and on-campus parking at the time the interview is scheduled. It is important that the program office have an applicant’s current daytime phone number and e-mail so that he/she can be contacted in a timely manner about any last minute interview changes.

Please note that for all components of the application, failure to provide complete and accurate information or to knowingly provide false information will result in (a) during the application process immediate withdrawal of the application and denial of admission to an applicant and (b) following admission immediate dismissal of the student from the program.

Completion of Application
Prior to matriculation, each person accepted into the program must provide an official transcript showing completion of all required course work AND must submit official verification of receipt of undergraduate degree. Complete transcripts and an official record of undergraduate degree must be on file with the program before registration will be permitted for the first quarter.

Reapplication to the Program
The program will hold completed applications for one additional application cycle (the following year) in the event that the applicant is denied admission to the program on the first attempt. A request in writing for reactivation of application must be received by the Program Office in order for the application to be reactivated the following year. The applicant must also send a reactivation fee of $50.00. The applicant must furnish two additional references and a short narrative statement describing how the application has been strengthened along with a brief statement concerning activities and employment since the last application. Official transcripts of any course work that was undertaken to strengthen the application must be received at the program office. If the GRE was retaken those scores must be forwarded directly to South University (use GRE code 5157).

All application materials must be sent to:
Anesthesiologist Assistant Program
South University College
of Health Professions
709 Mall Boulevard
Savannah, GA 31406

NOTE: All applicants should be aware that admission to the Anesthesiologist Assistant Program is highly selective and competitive due to the limited number of spaces available in the program. Qualification criteria specified herein are minimum criteria, and no applicants are guaranteed admission to the program, even though they may meet such minimum criteria. South University reserves the right to select for admission those applicants it deems best qualified for admission while complying with all applicable laws. South University also reserves the right to determine Program size and/or to cancel the program.

Procedure for Admission

M.S. Physician Assistant Program

Entrance to the Physician Assistant (PA) Program is gained through a formal application review and on campus interview. Application to the program is made through the Central Application Service for Physician Assistants (CASPA). Additional information on the application process can be obtained through the PA program web site or by calling (912) 201-8025.

Because entrance into the program is highly competitive, only applications meeting the admission requirements listed below will be considered for admission.

The application process requires submission of scores from the Graduate Record Examination (GRE). All applications must be complete by September 1st of the calendar year prior to matriculation. (September 1st, 2009 for the class beginning in January 2010.)

Admission Criteria
The following criteria are established for students interested in applying to the South University Physician Assistant Master’s Program,

- Applicants must have an earned bachelor’s degree with an overall minimum cumulative GPA 2.6 (on a 4.0 scale) and a recom-
Admissions

- Applicants must submit scores from the GRE General exam directly to the South University Physician Assistant Program, 709 Mall Blvd., Savannah, Georgia, 31406. The GRE code for South University is 5157.
- Preference will be given to those with GRE scores at the 50th percentile or above.
- Prerequisite courses must be completed at a regionally accredited U.S. college or university prior to matriculation.
- Students for whom English is a second language must submit a Test of English as a Foreign Language (TOEFL) with a minimum paper based score of 600, an electronic based score of 250 or a web based score of 80.
- No transfer credit is accepted for the Master of Science in the physician assistant program. All students must complete each course in the curriculum. The South University PA Program accepts credit for Advanced Placement courses. AP courses taken and successfully completed will be counted toward completion of the required prerequisite subject. Grades earned in AP courses are not used in calculation of the applicants overall or prerequisite GPA.
- The South University PA Program does not accept College Level Examination Program (CLEP) credit for any prerequisite requirements. South University strongly encourages applicants to participate in patient centered clinical experience prior to application and matriculation. While it is advantageous that entering students have some direct patient contact, it is the policy of the Program not to prescribe a minimum number of patient contact hours or fields in which the experience must be gained.

Technical Standards

In order to ensure that patients receive the best medical care possible, the faculty of the South University Physician Assistant program has identified certain skills and professional behaviors that are essential for successful progression of physician assistant students in the program. A student must possess skills and behaviors at a level of capability to perform a variety of duties required of a physician assistant as a health care professional. Students with disabilities who can perform these skills and successfully execute professional behavior either unassisted, with dependable use of assistive devices, or by employing other reasonable accommodations are eligible to apply for enrollment in the program. Minimum performance standards include critical thinking, communication skills, observation skills, motor skills, and interpersonal abilities.

Interested parties may contact the Physician Assistant Program office for additional information about South University performance standards. These skills and behaviors include, but are not limited to: those outlined in the document Essentials and Guidelines for an Accredited Education Program for the Physician Assistant (2001) as established by the Accreditation Review Commission of Physician Assistant Programs (ARCPA).

A. Critical Thinking: All students must possess the intellectual, ethical, physical and emotional capabilities required to undertake the full curriculum and to achieve the levels of competence required by the faculty. The ability to solve problems, a skill that is critical to the practice of medicine, requires the intellectual abilities of measurement, calculation, reasoning, analysis and synthesis. Candidates for the program must be able to perform demonstrations and experiments in the basic sciences.

B. Communication Skills: A candidate should also be able to speak, to hear, and to observe patients in order to elicit information, describe changes in mood, activity and posture, and to perceive nonverbal communications. The candidate must be able to communicate effectively and efficiently in oral and written forms.

C. Observation Skills: Candidates must be able to observe a patient accurately, both at a distance and close at hand. This ability requires the functional use of vision and somatic sensation.

D. Motor Skills: Candidates should have sufficient motor function to elicit information from patients by palpation, auscultation, percussion and other diagnostic techniques. A candidate should be able to execute movements reasonably required to move from area to area, maneuver in small places, calibrate and use large and small equipment, position and move patients, and provide patients with general care and emergency treatment.

E. Interpersonal Abilities: A candidate for the Physician Assistant Program must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities required for the diagnosis and care of patients and the development of mature, sensitive and effective relationships with patients, families and colleagues.

An applicant to the South University Physician Assistant Program who may require special accommodation(s) on the basis of a disability will be requested to provide pertinent information for review by the Physician Assistant Admissions Committee and the Dean of Student Affairs. A candidate for admissions must request such information when applying for the program. The admission decision with respect to accommodation will be made by the committee on an individual candidate basis after thorough consideration is given to all relevant factors. Further reference on this subject can be found in the South University catalog.

Physician Assistant/Deferred Enrollment

South University reserves the right to grant a one year enrollment deferral to the PA program to an accepted student under the following conditions:

1. The student has accepted a class position within the allotted time period and submitted the required deposit.

2. The student submits a written request to the department chairman that specifies the reason for the request and confirms his or her intent to enroll in the program at the next class start. Acceptance or denial of a request for deferral is at the discretion of the department chair in consultation with the dean of academic affairs. A student requesting deferral may be placed on the alternate rather than the accepted list for the next class start. The department chair will notify the student of his or her admission status within 14 days of the request for deferral.

In order to enroll for class at the completion of the deferral period, the student must:
1. Submit a written intent to enroll to the department chairman at least 60 days prior to the anticipated class start date.
2. Interview with the department chairman at least 30 days prior to the anticipated class start date.

Admission Requirements

Medical Assisting Program

Technical standards describe the physical abilities and behavioral characteristics required of students for full participation, and successful completion of the Medical Assisting Program, as well as to function as a fully qualified medical assistant after graduation. Prospective Medical Assisting students should carefully look over these standards and determine if they have any limitations that may interfere with their ability to satisfy any of these requirements. The requisite standards include, but are not limited to:

Sensory

The Medical Assisting student must be able to read charts, graphs, instrument scales and medication orders, prepare and maintain medical records, and use their senses of hearing and touch to recognize emergencies and to assess the patient’s physical condition.

Communication

The Medical Assisting student must be able to read and write effectively in order to transmit information to all members of the healthcare team. The student must also be able to assess nonverbal communication and respond appropriately. Additional requirements include the ability to interview and record patient histories, provide patient care instructions, use correct telephone technique, collect, prioritize and convey information.

Fine Motor Skills

The Medical Assisting student must manifest all the fine motor skills necessary to safely and accurately use medical instruments and perform diagnostic and clinical procedures (e.g. obtaining the patient’s blood pressure, heart rate and temperature, drawing blood and administering non-intravenous injections). The student must be able to perform basic secretarial skills, including using a keyboard and the operation of common office equipment.
Gross Motor Skills
The Medical Assisting student must be able to support patients when ambulating, assist patients in and out of a wheelchair, and on and off an examination table. Students must be able to reach equipment and supplies, and respond appropriately to emergency situations in a timely manner.

Psychological Stability
The Medical Assisting student must demonstrate the ability to handle difficult interpersonal situations in a calm and tactful manner. The student must also be able to maintain a composed, competent, and confident demeanor during emergency situations.

Admission Requirements

PTA Program
Students intending to enter the Physical Therapist Assisting program will be admitted to South University as candidates for the Physical Therapist Assisting Program. Only after completing prerequisite coursework and achieving the requirements outlined below will students be admitted into advanced standing in the PTA program. Students may transfer prerequisite courses into the program before entering advanced standing if approved by the program director and the registrar.

Admission Requirements:
1. A minimum cumulative GPA of 2.5 in all mandatory prerequisite courses.
2. Minimum grade of B in Medical Terminology, Anatomy and Physiology I and Anatomy and Physiology II, lecture and laboratory. Students may retake courses in order to achieve the minimum required grade of B.
3. Minimum of 25 hours of observation, volunteer, or employment in at least one physical therapy clinic, attested to by a physical therapist on program provided form.

Essential Functions and Technical Standards for Physical Therapist Assisting Students
The following standards reflect expectations of a student in the Physical Therapist Assisting (PTA) Program for the performance of common physical therapy functions. In adopting these standards the PTA Program is mindful of the patient’s right to safe function in a broad variety of clinical situations while administering physical therapy interventions. These standards do not encompass all that may be required for employment of the PTA Program graduate. In order to verify the students’ ability to perform these essential functions, students are required to demonstrate the following technical standards throughout the curriculum.

The faculty is the sole judge of a student’s ability to meet these standards through successful completion of the requirements of the program and individual courses.

Essential Functions
1. Critical Thinking/Problem Solving Skills. Ability to collect, interpret and integrate information and make appropriate decisions.
2. Interpersonal Skills. Ability to collaboratively work with all PTA students and with program faculty and patients in the classroom, lab, and clinical setting.
3. Coping Skills. Ability to respond appropriately to stressful environments or during impending deadlines.
4. Communication Skills. Ability to communicate effectively in English using verbal, non-verbal and written formats with faculty, other students, patients, families, and health care workers.
5. Mobility/Motor Skills. Sufficient motor ability to execute the movement and skills required for safe and effective physical therapy treatment in various clinical settings.
6. Sensory Abilities. Sufficient visual, auditory, and tactile ability to monitor and assess health needs.
7. Behavioral Skills. Ability to demonstrate professional behaviors and a strong work ethic.

The Physical Therapist Assisting Program fully supports the provision of reasonable accommodations to students with special needs. Program requirements will not be altered. Instead, it is the policy of South University to provide reasonable accommodations to students with special needs who request them so that they can meet the program requirements. It is the students’ responsibility to contact the Dean of Student Affairs with documentation to support their need for accommodations. Students are encouraged to contact the department chair or coordinator as early as possible to discuss their particular situation.

Both Section 504 of the Rehabilitation Act, 29 U.S.C.A. Section 794, and the Americans with Disabilities Act prohibit discrimination against “otherwise qualified” persons with a disability. If an applicant can perform those essential functions, he or she is “otherwise qualified” under the law and must be treated the same as a person without a disability. A person who cannot perform the essential functions is not “otherwise qualified” and may be denied access to the program without discrimination.

College of Nursing

Procedure for Admission

Master of Science in Nursing
Admissions criteria for the Master of Science in Nursing degree program are consistent with those required in other master’s level programs at South University. Prospective students to the Master of Science in Nursing Program must meet the following:

Admission Requirements
- Completion of application for admission and submission of the application fee ($50.00).
- A baccalaureate degree in nursing from a regionally accredited program and a GPA of 2.7 or better on a 4.0 scale for the last 60 semester hours (or 90 quarter hours) undertaken.
- Provisional admission can be granted for a GPA of 2.0 to 2.69 on a 4.0 scale for the last 60 semester hours (or 90 quarter hours) undertaken. Final admission requires completion of two graduate courses with a cumulative GPA of 3.0 on a 4.0 scale.
- Official transcripts from every college or university attended.
- Holds a valid unencumbered license as a registered nurse in the state in which the student completes all assignments for the program.
- Completion of a three semester credit hour undergraduate course in descriptive and inferential statistics with a grade of C or better.
- Three letters of recommendation, one academic, one clinical and one other.
- Admissions essay relevant to the program objectives.
- Resume describing relevant work, professional, and volunteer experiences.

International Applicants
- International students, as well as immigrants to the United States and United States permanent residents whose native language is not English and who have not received a bachelor’s degree or higher in the United States, Australia, Canada, Ireland, New Zealand or the United Kingdom must submit TOEFL scores.
- A passing TOEFL score is 550 on the written or 213 on the computer based exam. The Program must receive official test scores directly from the Educational Testing Service, Princeton, New Jersey.
- Official transcripts of all undergraduate and graduate course work taken outside of the United States must be submitted to the program along with a report from the credentialing organization (e.g. Educational Credential Evaluators, incorporated) demonstrating equivalency to a Bachelor’s degree received at an American College or university, and an evaluation of the transcript course by course for equivalency to required prerequisites.
- Refer to the South University Catalog for additional information regarding International Students.

Technical Standards
- Students must be able to reason, analyze, integrate, synthesize, and evaluate in the context of their nursing activities within each course in the program.
- Students must be able to communicate effectively orally and in writing, with faculty, other students, staff, and others relevant to their course of study.
- Expression of ideas and feelings must be clear and appropriate.
- Students must be able to maintain mature, sensitive, and effective relationships with patients, students, faculty, staff, and other professionals.
Admissions

- Students must possess good emotional health consistent with the use of intellectual abilities and be able to employ sound judgment.
- Students must demonstrate a willingness and ability to give and receive criticism and positive feedback.
- Students must possess the ability to reason morally and practice nursing in an ethical manner.
- Students must not have any impairment that would preclude continuous performance of all of the above activities, or any and all other activities that are integral to the success of an MSN student.

Continuation and Graduation

- In order to continue in the MSN program, students must maintain the standard minimum cumulative grade point average of 3.0. Failure to do so for two consecutive quarters will result in an automatic dismissal from the program.
- A student may not graduate with less than a 3.0 cumulative GPA.
- If an MSN student wishes to register after an absence of four consecutive quarters, a new application must be submitted.
- Completion of a minimum of 48 quarter hours in the program, or all courses in the core and in the area of specialization whichever is greater, through a combination of graduate level transfer credits from a regionally accredited university, and courses taken in the Program. Transfer credits may be awarded after a decision by the program director. Appeals will be made to the Dean of the college of Nursing, South University.
- All degree requirements must be completed within 5 years.
- Students must apply for graduation two quarters before the date of graduation.

Procedure for Admission Nursing Program

Prospective students for the Bachelor of Science in Nursing (BSN) program must meet requirements for admission to the University and the prerequisite phase of the nursing program. The Boards of Nursing in several states have approved South University to accept a limited number of qualified applicants per year for admission in the nursing program. Due to the limited enrollment and selective nature of this program, acceptance into the University and completion of the program prerequisites does not guarantee or imply acceptance into the nursing program.

Students may complete the nursing program prerequisites by successfully completing the first two years of the Bachelor of Science in Health Science from South University or by completing prerequisite courses from an accredited collegiate institution.

Essential Functions Related to the Profession of Nursing

Students in the nursing program at South University must demonstrate the ability to perform specific cognitive functions and psychomotor skills in order to succeed in the profession of nursing. Nursing students must possess the ability to perform all functions that are necessary components of the nursing program. Any student with a documented disability who wishes to discuss reasonable accommodations is encouraged to meet with the Dean of Student Affairs.

The Dean of Student Affairs will determine what reasonable accommodations may be provided for students with disabilities and will complete an accommodation letter that will be given to the Nursing Program Director.

The following Core Performance Standards are necessary for all nursing education programs for program admission and progression as described by the Southern Regional Educational Board Council on Collegiate Education for Nursing.

- Critical Thinking: Students must demonstrate judgment in the clinical setting. Students must also be able to develop and utilize nursing care plans.
- Interpersonal skills: Students must demonstrate the ability to effectively interact with clients and colleagues and maintain a professional demeanor in stressful and non-stressful situations.
- Communication skills: Students must demonstrate effective communication skills while interacting in the classroom, lab, or clinical settings.
- Motor skills: Students must demonstrate the physical ability to assess clients, perform technical skills involving gross and fine muscular movements and motor strength.
- Sensory Integrity: Students must be able to rely on their senses of sight, hearing, smell and touch to effectively assess and care for clients.

Application Procedure for the Nursing Program

Fully completed application materials (including evidence of completion of all prerequisite courses) are due by the posted deadline, usually the first day of the quarter before admittance (ex., first day of summer quarter for fall quarter program start). It is the responsibility of the applicant to provide all application materials. Incomplete or late applications will not be considered.

1. Completion of all prerequisite courses with a C or better
2. Cumulative GPA of 2.5 or better
3. GPA of 2.5 or better in the following science courses or course sequences:
   - Anatomy and Physiology
   - Microbiology
   - Chemistry
4. Entrance test results
5. Completion of the forms required for Application for Admission to the BSN Program
6. Transcript(s) of all collegiate work including courses taken at South University
7. Meet core Performance Standards as described in this catalog.

Students who receive a failing grade in a course for a breach of academic integrity, which has been sustained by the South University Institutional Review Process (Conduct Committee), will not be considered for admission into the Nursing Program.

Applicants will be selected for admission into the Nursing Program using a composite of: cumulative grade point average (GPA), core courses GPA, and entrance examinations.

Students planning to seek admission to the BSN program may complete the program prerequisite courses by choosing one of the following options:
1. Transfer credit of previous college study.
2. Complete transfer credits and/or credits obtained from South University through the BS in Health Science program.

Admission to RN to BSN Nursing Track

- The applicant has received an ASN Degree from an accredited nursing program or is a diploma graduate from an accredited nursing program, with a minimum cumulative GPA of 2.5 in all completed nursing coursework.
- The applicant holds valid and an unencumbered RN license in the state of clinical practice.
- The applicant meets core Performance Standards as described in this catalog.

Acceptance in to the Nursing Program

Upon acceptance into the Nursing Program, the student must submit:

1. Registration/acceptance fee (nonrefundable one time fee) to business office for student enrolling in the BSN program. Students enrolling in the RN to BSN program are not required to pay the registration/acceptance fee.
2. Completed current physical examination record with required immunizations, titers, lab results, and tuberculosis assessment.
3. Comprehensive background check
4. Evidence of health insurance or signed waiver.

Items 2, 3, and 4 are to be submitted to the Nursing Program Administrative Assistant no later than first day of class or by the deadline established on the campus, whichever is earlier.

Comprehensive Background Check

Students selected for the nursing program are required to obtain a criminal background investigation. While an arrest record will not keep a student from enrolling in the nursing program, it may affect his/her ability to complete the educational experience, graduate, obtain a RN license, and/or employment.

“The only permanent barrier to licensure in Florida is not having your civil rights. Some felony convictions cause a person's civil rights to be taken away. The applicant is required to send documentation of restoration of civil rights at the time of application for licensure” (Florida Department of Health, Oct 2003. www.doh.state.fl.us).

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RN to MSN Program Requirements and Progression

Admissions Requirements for RN to MSN Program.

The applicant must submit the following:

- Completion of application for admission and submission of the application fee ($50.00).
- Transcript of an associate degree or diploma in nursing from an accredited nursing program, with a minimum cumulative GPA of 2.75 in all completed nursing coursework.
- Proof of a valid and unencumbered RN license in the state of clinical practice.
- Three letters of recommendation; one academic, one clinical, and one other.
- Admissions essay relevant to the program objectives.
- Resume describing relevant work, professional, and volunteer experiences.

Progression Criteria

Before taking graduate nursing courses, the RN to MSN student must complete a three credit hour undergraduate course in descriptive and inferential statistics with a grade of B or better; complete all baccalaureate level course requirements prior to enrolling for graduate courses; maintain a minimum GPA of 2.75 or better on a 4.0 scale for all undergraduate BSN level courses; and meet satisfactory academic progression standards for undergraduate nursing students. After enrolling in graduate courses, the student must maintain a minimum GPA of 2.75 or better on a 4.0 scale in NSG5000, NSG6002, and NSG5003 and meet satisfactory academic progression standards for graduate nursing students. If unsuccessful in maintaining the minimum GPA requirement, the student must exit to the regular RN to BSN completion program and may apply for graduate studies upon completion of BSN. Upon graduation, the student will receive both a BSN and MSN.

School of Pharmacy

Procedure for Admission

Doctor of Pharmacy Program

PharmCas

South University School of Pharmacy will only accept applications submitted through PharmCas at: www.pharmcas.org.

Admission Cycle

Students are accepted into the South University School of Pharmacy once each year for the fall quarter.

General Admission

For optimum consideration during an admissions cycle, prospective students are encouraged to submit a completed application to PharmCas as early as possible. In addition, a supplemental application and fee of $50.00 must be submitted directly to the School of Pharmacy to complete the application process. The supplemental application is available at http://www.southuniversity.edu/campus/Pharmacy/applicationProcess.asp. Applicants should take the PCAT no later than January of the year of admission. Admission to the program is competitive and will be granted on a rolling basis for applications postmarked no later than February 1 of each year.

Admission Criteria

Consideration for admission will be based on the applicant’s potential for academic and professional achievement and an assessment of written and verbal communication skills, critical thinking skills, integrity, dedication, motivation, character and maturity. To be considered for admission to the South University School of Pharmacy a prospective student must:

1. Complete or be in the process of completing a minimum of two years of pre-pharmacy course requirements (65-67 semester hours) at a regionally accredited U.S. college or university. The student must earn a grade of C (2.0) or better in each prerequisite course. All pre-pharmacy coursework presented in the table below must be completed prior to matriculation to the School of Pharmacy in mid July of the program entrance year.

| Pre-pharmacy Requirements* |  
|---------------------------|---|
| English Composition       | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| English Literature        | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| History                   | 2 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| Psychology                | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| Economics (Macroe, micro or general) | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| Public Speaking           | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| Electives                 | 3 sem. hrs. |  |
| General Biology I         | 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| General Biology II        | 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| General Chemistry I       | 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| General Chemistry II      | 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| Organic Chemistry I       | 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| Organic Chemistry II      | 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| Human Anatomy/Physiology I| 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| Human Anatomy/Physiology II| 4 sem. hrs. | (1 sem. or 6 qtr. hrs) |
| Physics I                 | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |
| Calculus I                | 3 sem. hrs. | (1 sem. or 5 qtr. hrs) |

1. English American or World Literature is required to fulfill the Literature requirement.
2. One English Composition course is required. A second English Composition course will not be accepted in lieu of a Literature course but may count as an elective.
3. A minimum of three semester hours should be in the humanities and the remainder should be in the social sciences, arts, or humanities.
4. These courses will include a laboratory. Students with science course taken prior to 2002-2003 will be required to retake one modern Biology course and one modern Chemistry course to meet the prerequisite requirements.
5. For these courses a laboratory is not required and appropriate three credit hour courses in Human Anatomy & Physiology that do not have a lab component will be accepted. It is recommended that the student take two science courses and at least five courses (a minimum of 17 semester hours of credit) each semester to ensure appropriate preparation for the academic challenge of the School of Pharmacy.

2. Earn a minimum cumulative grade point average of 2.80 on a 4.0 scale. (A science GPA of 3.0 or better is recommended.) The average cumulative GPA for the class entering in 2008 was 3.42 and the average science GPA was 3.35.

3. Submit a completed PharmCas application through www.pharmcas.org and a completed South University School of Pharmacy supplemental application and $50 fee directly to the School of Pharmacy no later than February 1.

4. Submit scores from the Pharmacy College Admissions Test (PCAT) directly to PharmCas, recipient code 104. (A minimum composite score of 60 is recommended.)

5. Submit three recommendations directly to PharmCas.

6. Submit directly to PharmCas a one page personal statement that outlines characteristics possessed by the applicant that will contribute to his/her success as a Doctor of Pharmacy.

7. Demonstrate the oral and written communication skills required to interact with patients and professional colleagues, and is expected of a professional doctoral level student.

8. Complete the South University School of Pharmacy’s on campus personal interview with members of the Faculty and the Admissions Committee (by invitation only).

9. Provide directly to PharmCas all transcripts. Transcripts for all college coursework must be submitted since academic performance for all college coursework undertaken by the student will be evaluated.

10. International students: U.S. permanent residents are considered but Non-U.S. citizens are not accepted. All prerequisite coursework must be completed in the U.S. at an accredited institution. Permanent residents must provide a copy of their permanent resident card.

11. Applications mailed directly to South University will not be accepted. Admissions decisions for students admitted to the School of Pharmacy shall be based on a broad range of considerations, including academic and nonacademic factors. Academic factors will include the performance of applicants in their previous educational experiences. Nonacademic factors include information presented through letters of recommendation, and information provided by applicants through personal interviews with the admissions staff and faculty. Such factors as motivation, commitment to service, knowledge of the pharmacy profession, communication skills, and perceived potential are considered in the admissions decision-making process.

Technical Standards for School of Pharmacy Admission

The educational mission of the South University School of Pharmacy is to educate and graduate competent practitioners to provide pharmaceutical care in a variety of institutional, community and other settings. Students admitted to the School of Pharmacy must also meet the technical standards for admissions. These technical standards outline the essential functions that candidates for the Doctor of Pharmacy degree must be able to perform. These essential func-
Admissions

Assumptions reside in the following categories: Observation, Communication, Motor, Intellectual, and Behavioral/Social. However, it is recognized that degrees of ability vary among individuals. The South University School of Pharmacy is committed to supporting its students by any reasonable means to complete the course of study leading to the Doctor of Pharmacy degree.

- Observation: A candidate must be able to observe demonstrations and experiments in the basic sciences, including, but not limited to, physiological and pharmacological demonstrations in animals, evaluation of microbiological cultures, and microscopic studies of microorganisms and tissues in normal and pathological states. A candidate must be able to observe a patient accurately at a distance and close at hand. In detail, observation necessitates the functional use of the sense of vision and other sensory modalities.
- Communication: A candidate must be able to communicate effectively and sensitively with patients. The focus of this communication is to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communication. Communication includes speech, reading, writing, and computer literacy. A candidate must be able to communicate effectively and efficiently in oral and written forms with all members of the health care team in a timely manner.
- Sensory/Motor: A candidate must have sufficient motor function to elicit information from patients by physically touching patients, e.g., assessing range of motion of a joint, taking blood pressure readings, and taking a pulse reading. A candidate must be able to execute motor movements to provide general care and emergency treatments to patients, e.g., first aid treatments, cardiopulmonary resuscitation (CPR). A candidate must be able to execute motor movements required in the compounding of medications inclusive of using techniques for preparing sterile solutions, e.g., parenteral or ophthalmic solutions. Such actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.
- Intellectual (Conceptual, Integrative, and Quantitative Abilities): A candidate must have the ability to measure, calculate, reason, and analyze. A candidate must be able to synthesize and apply complex information in a timely manner. A candidate must be fully alert and attentive at all times in clinical settings.
- Behavioral/Social Attributes: A candidate must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, and the prompt completion of all responsibilities attendant to the interaction with patients. A candidate must possess the ability to develop mature, sensitive, and effective relationships with patients. A candidate must be able to tolerate physically taxing workloads and to function effectively under stress. A candidate must be able to adapt to changing environments, to display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. A candidate must possess compassion, integrity, interpersonal skills, and motivation to excel in pharmacy practice.

Requirements for Matriculation Applicants who have been accepted into the Doctor of Pharmacy Program must fulfill the following before they can officially enter the program:
- Submit proof of medical insurance coverage.
- Submit proof of medical insurance coverage.
- Remit the $1,000 acceptance deposit by the date designated in the acceptance agreement. The entire acceptance deposit is credited to the first quarter’s tuition.
- Submit a college transcript after each term completed following acceptance.
- Submit the South University Transcript Request appropriately completed with your high school information. South University will then obtain a copy of your high school transcript for your file as required by federal financial aid regulations.
- Submit proof of immunization or for immunity to Measles/Mumps/Rubella (MMR), Varicella (Chickenpox), Tetanus/Diphtheria, and Hepatitis B. In addition, students must complete the annual Tuberculin Test (PPD). An Immunization Clearance Form provided as part of the acceptance package must be completed and returned along with other immunization documentation.
- Present a Basic Adult Life Support certificate on the first day of school.
- Submit proof of medical insurance coverage.
- Complete additional coursework if required by the Admissions Committee and submit additional documents as requested by the Office of Admissions.

Failure to comply with these requirements may result in forfeiture of your acceptance.

Laptop Computer Requirement

Laptop computers are required for use in the multimedia classroom. All students are required to have a laptop computer with Internet access and CD Rom which meets university specifications. Purchase of a new laptop is not recommended until just prior to matriculation into the program so that performance vs. cost can be optimized. Students may buy any laptop that meets the minimum computer specifications which are set by the School in the spring of each year.

Laptop computers are required for use in the multimedia classroom. All students are required to have a laptop computer with Internet access and CD Rom which meets university specifications. Purchase of a new laptop is not recommended until just prior to matriculation into the program so that performance vs. cost can be optimized. Students may buy any laptop that meets the minimum computer specifications which are set by the School in the spring of each year.
Tuition Financial Information

Changes in tuition and fees become effective fall term and apply to all students unless otherwise specified. Tuition and fees are subject to change at the end of any term. Unless otherwise stated, the cost of books, lab coats, and other miscellaneous expenses are not included in tuition or fees.

Tuition for the degree programs, excluding Anesthesiologist Assistant, Nursing, Pharmacy, Professional Counseling, Master of Business Administration (including HCA degree) and Physician Assistant is as follows: 10-18 credit hours, $4,695 per quarter; 5-9 credit hours, $3,695 per quarter; 1-4 credit hours, $1,895 per quarter. Fulltime students taking more than 18 credit hours per quarter will be charged an additional $295 per credit hour beyond the 18 hours. Full terms and online terms can be combined to arrive at a fulltime enrollment. Mid Terms (six week on ground) are separate and not included with full terms.

Tuition for the Master of Science in Physician Assistant is $6,450 per quarter. Tuition does not include a $300 acceptance fee, which is applied to tuition for the first quarter upon enrollment. This is for a fulltime course load and does not include expenses for such required items as uniforms (approximately $40), textbooks (approximately $2,050), professional instruments (approximately $900), and professional liability insurance (approximately $75 each year). PA students are not eligible for parttime enrollment. Students pay a $75 lab fee per quarter in the didactic phase. Students are required to purchase a laptop computer (approximately $1500) and a Personal Digital Assistant (PDA) (approximately $300). Students are also required to purchase Typhon Group Health Solutions Physician Assistant Student Tracking software for tracking clinical patient encounters and procedures ($90; $75 year 1, $15 year 2).

Tuition for the Bachelor of Science in Nursing program (professional level) is $6,795 for 10-18 credit hours. Students at this level must be enrolled full time. For students returning from academic suspension who must enroll parttime before returning to fulltime status, tuition rates are as follows: 5-9 credit hours, $5,445 and 1-4 credit hours is $2,745.

Tuition for the Doctor of Pharmacy program is $8,795 per quarter and does not include textbooks ($650 average per quarter). Tuition in the program, effective June 2009, will be $9,195.

Pharmacy

Students taking 16 hours or more are considered fulltime students and tuition will be based on the “per quarter” cost. Students taking less than 16 hours will be charged on a per quarter hour cost ($840 per credit hour).

Students who are remediating courses will be charged $940 per credit hour. (The maximum total tuition is $8,795 or $9,195 effective June 2009)

Tuition and fees for the Anesthesiologist Assistant program apply to all students unless otherwise specified. Tuition and fees are subject to change at the end of any term. Tuition for the Anesthesiologist Assistant Program is $6,795 per quarter for each of nine quarters. That will change to $7,245 per quarter, effective June 2009.

Upon successful completion of the Program, the student will receive a Master of Science degree. The tuition cost is for a fulltime course load and does not include expenses for such required items as lab coats (approximately $30), textbooks (approximately $2,000), stethoscope and chest pieces (approximately $100), laboratory fees ($300), and professional liability insurance (approximately $100 each year). AA students are not eligible for parttime enrollment. Instate and outofstate tuition are the same.

Tuition for the Master of Arts in Professional Counseling program, MBA and MBA in Healthcare Administration programs is as follows: 10-18 credit hours, $5,945 per quarter; 5-9 credit hours, $4,345 per quarter; 1-4 credit hours, $2,195 per quarter. Fulltime status is defined as 8 credit hours; halftime status is defined as 4 credit hours.

For tuition information for South University’s online programs, please see the Online Programs section of the catalog.

Fees

Acceptance Fee

There is a nonrefundable $300 acceptance fee for those applicants accepted into the Anesthesiologist Assistant, Physician Assistant and Nursing programs. The acceptance fee does not apply to the RN to BSN nursing program. The nonrefundable acceptance deposit for applicants accepted through the General Admissions Procedure into the pharmacy program is $1000. The acceptance deposits will be applied to the student’s first quarter tuition payment except for Nursing. If an applicant accepted into the Pharmacy or Anesthesiologist Assistant programs encounters circumstances that prevent their matriculation, any amount paid by the applicant that is above the nonrefundable application fee and acceptance deposit will be refunded.

Anesthesiologist Assistant Lab Fees

There is a $75 lab fee charged for each quarter of laboratory course work (total of $300).

Financial Information

Application Fee

Individuals seeking admission to any South University program are charged a fee at the time of initial application:

The application fee for all programs is $50.

The application fee for the professional level BSN program is $50. The supplemental application fee for the Master of Science Physician Assistant program is $50. The supplemental application fee for the School of Pharmacy is $50.

The receipt of the application fee does not constitute acceptance of the student. This fee is refundable if a refund is requested within three days of making application. A student paying this fee but not enrolling within one calendar year will be reassessed the fee upon reapplication.

Auditing Fee

Audited courses are subject to the same tuition and fees as courses taken for credit. Refer to the Tuition section. Requirements for auditing are published in the Academic Information section of this catalog.

Credit by Examination Fee

A fee of $300 will be collected for each examination given a student who desires to earn credit as outlined in the Credit by Examination section of this catalog. No fee is charged for keyboarding and word processing examinations.

Graduation Fee

A graduation fee of $125 will be collected from each candidate for graduation and is due and payable the quarter in which the candidate is to graduate. If the candidate is to receive a second degree at the same graduation ceremony, an additional fee of $50 will be charged. The fee will be $95 for a second degree awarded at a subsequent graduation ceremony.

Membership Fees

Students enrolling in the Physician Assistant program will incur a onetime fee for membership in the American Academy of Physician Assistants (AAPA). The fee of $75 is subject to change. Students in the physical therapist assistant program may incur an Association of Physical Therapist Assistants (APTA) membership fee of $60, also subject to change. Students enrolling in the Anesthesiologist Assistant Program are eligible to join the American Society of Anesthesiologists (ASA) as a student member for $25 per year, which includes the monthly journal Anesthesiology, newsletters, and free admission to the annual meeting. Students are also eligible to join the AA professional organization the American Academy of Anesthesiologist Assistants (AAAA) for a fee of $60, which is good for the entire time in the program.

Nonsufficient Funds Fee

For all checks returned due to nonsufficient funds, a fee of $25 will be charged to the student’s account.
Financial Information

Nursing Acceptance Fee
There is a $300 acceptance fee upon acceptance for those students enrolling in the Bachelor of Science in Nursing program. This fee is nonrefundable but applies to tuition if matriculated. Additionally, this fee is not applicable for the RN to BSN Completion program offered online.

Nurse Entrance Examination Fee
Applicants for the Nursing Program are required to take an entrance examination. The fee for this test is $30 and must be paid upon registration for the test. The fee is refundable if requested in writing for applicants who withdraw their intention of taking the examination and applying to the Nursing Program.

PA Lab Fee
There is a $75 clinical lab fee charged for each quarter of didactic course work ($225 total).

Readmission Fee
Any student who has not been in attendance at South University for one year or longer will be assessed a $50 readmission fee.

Student I.D. Replacement Fee
Photographs for student IDs are taken during orientation and student IDs are issued to new students during their first week of classes. There is no charge for the initial student ID. Students who lose their IDs may obtain a replacement through the office of the dean of student affairs for a charge of $10 per occurrence.

Transcript Fee
Each student is entitled to have one official transcript forwarded to another institution. The charge for additional copies is $5 each. Requests for transcripts should be submitted to the administrative office at the applicable campus.

Academic transcripts will not be issued to any student who has an outstanding balance with the University or is in default on any federal, state, or institutional loans.

School of Pharmacy Application Fee
Individuals seeking admissions to the South University School of Pharmacy must apply through PharmCAS, the organization that processes centralized applications to schools of pharmacy in the U.S. Information on the PharmCAS application fee and process can be found at www.pharmcas.org. Each applicant must also complete a School of Pharmacy supplemental application and submit that application and the $50 supplemental application fee directly to the School of Pharmacy. The receipt of the $50 supplemental application fee does not constitute acceptance of the student. Unless a refund is requested within 72 hours of receipt of the application by the University, this fee is nonrefundable. No fee waivers will be granted. Any student who pays this fee but does not enroll within one calendar year will be reassessed the fee upon reaplication.

School of Pharmacy Acceptance Fee
There is a nonrefundable $1,000 acceptance deposit for applicants accepted into the Doctor of Pharmacy program. Acceptance deposits are nonrefundable. However, acceptance deposits will be applied to the student’s first quarter tuition payment. If an applicant accepted into the School of Pharmacy encounters circumstances that prevent their matriculation, any amount paid by the applicant that is above the nonrefundable application fee and acceptance deposit will be refunded.

Estimated Student Expenses for the South University School of Pharmacy

<table>
<thead>
<tr>
<th>Tuition*</th>
<th>$8,795/quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplemental Application fee</td>
<td>$50 (nonrefundable)</td>
</tr>
<tr>
<td>General Acceptance Deposit</td>
<td>$1,000</td>
</tr>
<tr>
<td>Textbooks (estimated cost)</td>
<td>$325/quarter</td>
</tr>
</tbody>
</table>

* Tuition fees are subject to change.
† All acceptance deposits are credited to tuition, but are not refundable if student fails to matriculate.

Payment of Tuition and Fees
All charges are due and payable on or before the registration date for each quarter. Circumstances which prevent a student from adhering to these dates should be discussed with the business office. Students attending school under a grant or loan should confer with the director of financial aid concerning the payment of fees; students attending school under the G.I. Bill can discuss payment of school fees with the director of financial aid.

Failure to make proper payments, unless otherwise cleared with the business office, will result in dismissal from the University. Grades will not be issued, degrees granted, or academic transcripts furnished until all financial obligations have been satisfied and all university property returned.

Refund of Tuition
Tuition charges are based on the total number of credit hours for which a student is enrolled on the first day of classes (as listed in the University calendar), regardless of program. Refunds or tuition adjustments will be awarded according to the following guidelines:

1. If circumstances prevent matriculation before a student begins attending the University, all tuition charges will be refunded. The application fee will be refunded only if a refund is requested within three days of application.
2. A tuition adjustment results when a student officially changes enrollment status (fulltime to part time, part time to less than part time or part time to full time) during the drop/add period. No adjustment will be made for students dropping individual classes after the drop/add period.
3. Savannah campus: Refunds for students withdrawing from all classes will be based on the following guidelines: (a) students completing no more than five (5) percent of instructional time will receive a fifty (50) percent of tuition refund; (b) students completing more than five (5) but no more than ten (10) percent of instructional time will receive a ninety (90) percent of tuition refund; (c) students completing more than ten (10) percent but no more than twenty-five (25) percent of instructional time will receive a seventy-five (75) percent of tuition refund; (d) students completing more than twenty-five (25) but no more than fifty (50) percent of instructional time will receive a fifty (50) percent of tuition refund; (e) students completing more than fifty (50) percent of instructional time will receive no refund of tuition.

The refund policy for students in South University’s online programs is identical to the refund policies stated above for the Savannah campus. Fully online students only have one add/drop period in the first session of their quarter. Students who are starting their second session may change classes if there is no net change in the number of credits. Any student wishing to change the number of credits registered, regardless of the point in their quarter, must submit a request to their Academic Advisor. The student is responsible for consulting with Financial Aid to determine any implications of the course load adjustment.

4. West Palm Beach, Tampa, Montgomery, and Columbia** campuses: Students who withdraw from all attended classes during the first week of the quarter are entitled to a refund of 75 percent of the tuition paid for the quarter. A refund of 50 percent will be made if withdrawal occurs during the second week after the scheduled date classes are to begin. Students who withdraw during the third week will be refunded 25 percent. Students who withdraw after three weeks have elapsed from the scheduled beginning of classes will be entitled to no refund of any part of the tuition paid that quarter.

** Columbia campus: For students attending the University for the first time and who withdraw from the institution, a prorate refund calculation shall be applied up to 60 percent point in time of that initial term. Prorate refund is a refund for a student of not less than that portion of tuition, fees and other charges assessed the student equal to the portion of the period of enrollment for which the student has been charged that remains on the last day of attendance by the student, rounded downward to the nearest ten percent of that period, less any unpaid charges owed for the period of enrollment for which the student has been charged, and less an administrative fee not to exceed the lesser of five percent or one hundred dollars.

Should a student withdraw from the institution, any amount of refund must first be returned to the Title IV, HEA program funds, including the Federal Pell Grant program, and then to other sources of aid up to the full amount received from the program.
Return of Title IV Funds
For Title IV (federal financial aid) recipients who withdraw from attendance, the college is mandated by federal regulation to determine the amount of Title IV funds the student has earned at the time the student ceases attendance. The amount earned is based on the amount of calendar days in the term completed by the student, divided by the number of calendar days in the same term, excluding any scheduled breaks of at least five (5) consecutive days. The amount earned is based on the amount of time the student has spent in attendance and is not related to the student’s institutional charges. The amount of Title IV funds earned is based upon a proportional calculation through sixty (60) percent of the term attended. The college will use the following steps in order to determine the amount of Title IV a student who withdraws has earned:

1. Determine the date of withdrawal and determine the percentage of payment period (term) attended by the student.
2. Determine the amount of Title IV aid earned by the student by multiplying the total Title IV aid for which the student was eligible by the percentage of time enrolled.
3. Compare the amount earned to the amount disbursed. If the amount earned is greater than the amount disbursed, then a post withdrawal disbursement can be made if the student is eligible for a “late disbursement.” If the amount disbursed exceeds the amount earned, the excess Title IV aid must be returned.
4. Allocate the responsibility for returning unearned Title IV aid to the student and the college according to the portion of disbursed aid that could have been disbursed directly to the student once institutional charges were covered.
5. Distribute the unearned Title IV aid back to the Title IV programs. Examples of Return to Title IV and refund calculations may be obtained through the office of financial aid.

Official Withdrawal Procedure
To withdraw officially from the institution, students must contact the office of the registrar to provide notification of their intention to withdraw in writing. The effective date of the withdrawal cannot be earlier than date of the written contact with the registrar’s office.

Fully online students must contact their Academic Advisor to officially withdraw from school.

Financial Aid
Financial aid is the economic assistance available to help students meet the difference between what they can afford to pay and what it actually costs them to go to school. This economic assistance may be in the form of scholarships, grants, work-study programs, or loans.

A financial aid package is a combination of different forms of financial aid that together make up a student financial aid award. A financial aid package may include grants, loans, or a combination of these two.

A student’s ability to contribute to the cost of his or her education is determined by the use of a needs analysis, which is a consistent, systematic way of measuring the ability of a family to pay for educational costs and its eligibility to receive funds from federal programs. It determines the ability, not the willingness, of a student or family to finance the student’s education. Everyone who applies is treated fairly and equally under this system. In determining how much a student and his or her family can contribute, a number of factors are considered. From these factors, a needs analysis determines how much a student and his or her family can contribute and how much money will be needed to finance the student’s education.

Application Process for Financial Aid
To apply for any form of financial aid at South University, a student must:
1. Apply for admission to the University.
2. Complete a Free Application for Federal Student Aid (FAFSA). This form is for both in- and out-of-state students.

Student Aid Programs
South University participates in several student aid programs. A brief description of each follows:

Grants
Georgia Tuition Equalization Grant (Savannah campus only)
The Georgia Tuition Equalization Grant (TEG) entitles qualified Georgia residents who are fulltime students to a tuition grant without respect to age, income, or academic standing. Applications are available from the financial aid office.

Georgia LEAP Grant Program (Savannah Campus only)
The Georgia LEAP Grant program provides additional funds to students with exceptional need. Apply through the financial aid office to determine eligibility. GLPG is a grant and requires no repayment.

Access to Better Learning and Education
(West Palm Beach campus only)
This Florida grant program is available to students who are Florida residents and who are enrolled fulltime in bachelor degree programs.

Florida State Assistance Grant (FSAG)
(West Palm Beach campus only)
This program is available to fulltime students meeting Florida residency requirements and working toward their first degree.

Federal Pell Grant Program
The Pell Grant is a federal aid program providing funds to students enrolled at approved universities, colleges, community and junior colleges, vocational technical schools, and other approved postsecondary educational institutions. Pell Grants are available to undergraduate study only and are intended to be the foundation of a student’s financial aid package dependent upon need and eligibility.

Federal Supplemental Educational Opportunity Grant Program (FSEOG)
The FSEOG program provides additional funds to students with exceptional financial need.

Federal Academic Competitiveness Grant
This is available to Pell Grant recipients who are U.S. citizens and who have completed a rigorous program of high school study as defined by the U.S. Department of Education in 2005 or later.

Loans
Federal Perkins Loan Program
This program provides loans for students whose family income and total assets place a limitation on resources for educational purposes.

Federal Stafford Loan Program (Subsidized and Unsubsidized)
Through this program, the student may borrow funds to use toward the expenses of a postsecondary education. Money for a Stafford Loan is usually available through a local bank, savings and loan, life insurance company, or credit union. Applications should be made through South University’s Office of Financial Aid.

Federal Parent Loan for Undergraduate Students (PLUS) Loan Program
Parents of dependent students may borrow on behalf of the student under the PLUS program. Money for these loans is available through the same sources as those for the Stafford Loan.

Scholarships
Georgia HOPE Scholarship (Savannah campus only)
This scholarship is available to qualified Georgia residents who graduated from high school in 1996 or later with a minimum 3.00 grade point average. Additional information about eligibility is available from the financial aid or registrar’s office.

Florida Bright Futures Scholarship Program
(West Palm Beach campus only)
This scholarship program is available to stu-
Financial Information

students who have applied prior to their graduation from high school or GED and are currently enrolled at the University and meet the scholarship criteria.

South Carolina HOPE Scholarship
(Columbia campus only)
This scholarship is available to qualified South Carolina residents who graduated from high school in 2002 or later with a minimum of a 3.00 grade point average. Additional information about eligibility is available from the financial aid office.

South Carolina LIFE Scholarship*
(Columbia campus only)
This scholarship is available to qualified South Carolina residents who meet the eligibility criteria. Information about eligibility requirements is available from the financial aid office.

Veteran Benefits
South University maintains program participation with the Regional Veteran’s Affairs office. Veterans must complete VA paper work and submit a copy of their DD Form 214 for certification. Eligibility is based on program of study and course work. Please see the South University VA representative for more information.

Federal Work-Study Program
The Federal Work-Study program involves student employment on campus and off campus nonprofit agencies. The amount of work assigned will depend upon the student’s financial need and the amount of funds available.

Arbitration
Every student and South University agrees that any dispute or claim between the student and South University (or any company affiliated with South University, or any of its officers, directors, trustees, employees or agents) arising out of or relating to a student’s enrollment or attendance at South University whether such dispute arises before, during, or after the student’s attendance and whether the dispute is based on contract, tort, statute, or otherwise, shall be, at the student’s or South University’s election, submitted to and resolved by individual binding arbitration pursuant to the terms described herein.

If a student decides to initiate arbitration, the student may select either, JAMS or the National Arbitration Forum (“NAF”) to serve as the arbitration administrator pursuant to its rules of procedure. If South University intends to initiate arbitration, it will notify the student in writing by regular mail at the student’s latest address on file with South University, and the student will have 20 days from the date of the letter to select one of these organizations as the administrator. If the student fails to select an administrator within that 20-day period, South University will select one.

South University agrees that it will not elect to arbitrate any undivisible claim of less than $5,000 that a student brings in small claims court (or in a similar court of limited jurisdiction subject to expedited procedures). If that claim is transferred or appealed to a different court, however, or if a student’s claim exceeds $5,000, South University reserves the right to elect arbitration and, if it does so, each student agrees that the matter will be resolved by binding arbitration pursuant to the terms of this Section.

IF EITHER A STUDENT OR SOUTH UNIVERSITY CHOOSES ARBITRATION, NEITHER PARTY WILL HAVE THE RIGHT TO A JURY TRIAL, TO ENGAGE IN DISCOVERY, EXCEPT AS PROVIDED IN THE APPLICABLE ARBITRATION RULES, OR OTHERWISE TO LITIGATE THE DISPUTE OR CLAIM IN ANY COURT (OTHER THAN IN SMALL CLAIMS OR SIMILAR COURT, AS SET FORTH IN THE PRECEDING PARAGRAPH, OR IN AN ACTION TO ENFORCE THE ARBITRATOR’S AWARD). FURTHER, A STUDENT WILL NOT HAVE THE RIGHT TO PARTICIPATE AS A REPRESENTATIVE OR MEMBER OF ANY CLASS OF CLAIMANTS PERTAINING TO ANY CLAIM SUBJECT TO ARBITRATION. THE ARBITRATOR’S DECISION WILL BE FINAL AND BINDING. OTHER RIGHTS THAT A STUDENT OR SOUTH UNIVERSITY WOULD HAVE IN COURT ALSO MAY NOT BE AVAILABLE IN ARBITRATION.

The arbitrator shall have no authority to arbitrate claims on a class action basis, and claims brought by or against a student may not be joined or consolidated with claims brought by or against any other person. Any arbitration hearing shall take place in the federal judicial district in which the student resides. Upon a student’s written request, South University will pay the filing fees charged by the arbitration administrator, up to a maximum of $3,500 per claim. Each party will bear the expense of its own attorneys, experts and witnesses, regardless of which party prevails, unless applicable law gives a right to recover any of those fees from the other party. If the arbitrator determines that any claim or defense is frivolous or wrongly intended to oppress the other party, the arbitrator may award sanctions in the form of fees and expenses reasonably incurred by the other party (including arbitration administration fees, arbitrators’ fees, and attorney, expert and witness fees), to the extent such fees and expenses could be imposed under Rule 11 of the Federal Rules of Civil Procedure.

The Federal Arbitration Act (FAA), 9 U.S.C. §§ 1, et seq., shall govern this arbitration provision. This arbitration provision shall survive the termination of a student’s relationship with South University. If a student has a question about the arbitration administrators mentioned above, the student can contact them as follows: JAMS, 45 Broadway, 28th Floor, New York, NY, 10006, www.jamsadr.com, 8003525267; National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, www.arbforum.com, 8004742371.
Student Services

The Office of Student Affairs assumes the responsibility of offering programs and services that will augment academic programs by stimulating the personal and professional development of students at South University.

The objectives of the student affairs program are an extension of the philosophy and objectives of the University. They serve to inform, educate, and encourage students in their endeavors.

In order to achieve its goals, the office of student affairs pursues these objectives in particular:

- To provide a fair and sound entrance testing program.
- To provide an orientation that will inform students of university policies, programs, and activities.
- To provide support and assistance to students in making realistic decisions about academic and nonacademic concerns.
- To provide career services and resources.
- To provide academic accommodations to students with disabilities in the classroom.
- To provide programs and activities that will encourage student involvement and participation in campus life.

The student development program enhances student life by offering programs and services that add to the classroom experience and encourage personal and professional development.

Specifically, the Student Affairs staff is responsible for the following: bookstore, testing, orientation, counseling services, disability support services, organizations and activities, graduation, career services, and student conduct.

These student services are described in more detail below. Also included in this section are services offered by the university that do not fall under the supervision of the office of student affairs but are considered to be in the category of student services.

Bookstore

A University bookstore is maintained at each campus for the convenience of the student. All necessary books and supplies may be obtained at the bookstore. The price of books and supplies is not included in the tuition.

New, unmarked books may be returned by midterm of the quarter of purchase. Credit will be issued, but cash refunds will not be given. The receipt of purchase should accompany returned books.

Consult the bookstore at the individual campus for hours of operation.

Career Services

While the primary focus of the Career Services office is to assist students upon graduation, any enrolled student may seek employment information through this office. Although South University does not guarantee employment, it is vitally important to both the graduate and the University that each student obtains appropriate employment. Therefore, as students approach the final year of their programs, specific and personalized assistance is provided in the preparation of professional resumes and cover letters, as well as in job search strategies and interviewing skills. Career services are provided to South University graduates at no charge.

Please see the director of career services or dean of student affairs for assistance or information.

Advising Services

Short-term counseling services are available to assist students in resolving academic, career, and personal problems. University personnel can help students plan their educational programs, as well as adjust to the demands of university level studies. Personal advising is provided for any student who seeks aid in solving and understanding individual problems. Advising services are available at all campuses during the day and in the evening by appointment through the dean of student affairs. Students identified as needing additional counseling resources will be referred to external agencies.

Fully online students should contact their Academic Advisor to obtain advising services information.

Code of Conduct

Each student who enters South University commits, by the act of enrolling, to full acceptance of the University Code of Conduct. For ease of reference, the Student Handbook contains the Code of Conduct, disciplinary procedures, and the appeals process.

Professors are not expected to jeopardize the progress of a class by permitting the continued presence of any student whose behavior in any way could adversely affect the class. Inappropriate behavior includes disruptive behavior, or other actions that are not considered proper conduct for a university student. The Code of Conduct also applies to inappropriate actions on campus outside of the actual classroom or while participating in university sponsored activities off campus. The Code of Conduct also applies to online activities that occur on South University websites.

Alleged violations of the conduct code will be referred to the dean of student affairs. See the Disciplinary Procedures section of the Student Handbook for specific details. Violations of the code of conduct may result in disciplinary probation, suspension or dismissal. A full copy of the code of conduct is available in the South University Student Handbook.

Disability Support Services

South University provides accommodations to qualified students with disabilities. The Student Affairs office assists qualified students with disabilities in acquiring reasonable and appropriate accommodations and in supporting their success at South University.

South University is committed to providing qualified students with a disability an equal opportunity to access the benefits, rights, and privileges of college services, programs and activities in compliance with the American with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.

Students who believe they are in need of accommodations should contact the Student Affairs office. If you have a concern or complaint in this regard, please contact the Dean of Student Affairs. Complaints will be handled in accordance with the school’s Student Grievance Procedure for Internal Complaints of Discrimination and Harassment. Online students should contact the assistant director for online student affairs.

Grievance Procedures

South University does not discriminate on the basis of race, color, sex, religion, age, national or ethnic origin, sexual orientation or disability or any other characteristic protected by state, local or federal law, in our programs and activities.

South University has adopted a grievance procedure for the prompt and equitable resolution of complaints alleging harassment, discrimination, or concerns regarding a requested service, or accommodation on the basis of a disability. A student may express or file a complaint or grievance that alleges discrimination and Harassment. Online students should contact their academic advisor for information on filing a grievance.

The appeal process ends with the campus president on each campus. A full copy of the South University Grievance Procedure for Internal Complaints of Discrimination and Harassment is available in the Student Handbook.

Matters involving general student complaints will be addressed according to the Student Complaint Procedure, also found in the Student Handbook.

For Arizona Residents—If the complaint cannot be resolved after exhausting the institution’s grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is 1400 W. Washington Street, Room 280, Phoenix, AZ 85007, phone # 6025425709, website address: http://azppse.state.az.us

For Virginia Residents—If the student complaint cannot be resolved after exhausting the school’s grievance procedure, the student may file a complaint with the State Council of High-
er Education for Virginia. The Student should submit written complaints to: State Council of Higher Education for Virginia, Private and Out-of-State Postsecondary Education, 101 N. 14th Street, 9th Floor, James Monroe Building, Richmond, VA 23219.

Health Services
South University does not provide health services. Referrals will be made upon request.

Housing
School sponsored housing is available at the Savannah, Georgia campus only. Interested students should contact the director of student housing and activities or the dean of student affairs. Applications are available in the office of admissions and the office of student affairs.

There are currently no residence hall facilities available at the other South University campuses. Independent housing brochures are available through the offices of the dean of student affairs or the director of admissions.

Library Services
South University provides a library for its students at each of its campuses. The libraries are easily accessible and house general and reference books, pamphlets, periodicals, multimedia software, online services, and other non-print media to assist students in their studies. Through intercollegiate borrowing agreements, South University libraries are able to expand their patrons’ access to resources outside of their own facilities. In addition, Internet access affords students the opportunity to locate and/or retrieve information from libraries, colleges, database services, and various other institutions throughout the world.

A library manual of policies and procedures is available upon request at the circulation desk. This manual informs students how to use the library at their campus, how the books are arranged, the policy for overdue books, and how to check out materials. Library resources are reserved for use by South University students, faculty and administrative staff.

A library orientation is given each quarter to all students enrolled in UVC1000/Strategies for Success classes. Students are informed of the types of books, periodicals, and multimedia available, how to use the online catalog in locating information, and how to use library resources to the greatest advantage.

The individual campuses post specific library hours.

Organizations
Each student organization must be registered with the office of student affairs, be approved by the dean, and have an approved faculty advisor. The dean of student affairs will assist in obtaining an advisor if necessary. Students who are interested in forming a recognized student organization should see the dean of student affairs for information on how to start a new student organization.

Hazing involving South University students or student groups is strictly prohibited. Hazing is defined as any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any club or organization operating under the sanction of an institution of higher education.

For purposes of this definition, any activity as described in this definition that the initiation or admission into or affiliation with a club or organization is directly or indirectly conditioned shall be presumed to be “forced” activity, the willingness of an individual to participate in such activity notwithstanding. This policy is applicable to all students and members of a student club or organization at South University. Every student and member of a student club or organization is responsible for complying with this policy.

Individuals and/or student clubs that force, require, and/or endorse violations will be held directly responsible through The University’s student conduct process and if appropriate, through local authorities, which may pursue criminal action. Students who wish to make a complaint under this policy should contact the Dean of Student Affairs. The negligence or consent of a student or any assumption of risk by the student is not a defense to an action brought pursuant to this policy. Student club activities or programs must not interfere with the rights and activities of others and should always reflect the best interests of the members of the organization it represents and the University community as a whole. In all cases of alleged violations of this policy, faculty and staff advisors and the national/ international headquarters, if applicable, of any organization will be notified.

Orientation
The University provides an orientation program each term. The program acquaints new students with academic life and university services. All new students are required to attend. The Student Handbook and information regarding alcohol and drug abuse and the campus security report is available electronically. Information sheets that contain the exact URL (electronic address on the web) are distributed to all students at orientation. Students may request a paper copy of these documents from the Dean of Student Affairs.

All new fully online students are required to complete an online orientation course prior to starting classes. This orientation covers the expectations, policies, and procedures associated with online learning at South University and provides students with an opportunity to practice working within the online classroom environment. It is absolutely necessary that students are prepared to begin working within the online classroom environment on the first day of class, as they will not have the time to orient themselves once classes are underway.

University Publications
South University distributes a number of publications during the academic year. All university publications should be approved through the communications or chancellor’s office.

The South University Catalog is an information book and reference guide dealing with almost all aspects of the university. It is published once a year and includes a listing and description of all courses offered by the University.

During orientation, a Student Handbook is distributed to each new student. The handbook contains the Code of Conduct, as well as helpful information about a variety of topics. Copies are available in the office of the dean of student affairs.

A President’s list and a Dean’s List are published at the end of each quarter. These lists may contain names and home addresses for all eligible students.

At graduation each year, the Commencement Program contains the name, diploma to be awarded, and major field of study for each graduate.

Please see the section of the catalog entitled Student Examination of Official Records for a full listing of information designated as directory information which may be released without the student’s consent.

Veteran Services
A certifying V.A. official is available at each campus to assist students with benefit information. The financial aid office can direct students to the appropriate university personnel.

All Veterans are required to have all official transcript evaluations completed for all institutions attended by the end of the third quarter to continue receiving VA Education Benefits without interruption.

South University is a member of Service members Opportunity Colleges, a consortium of over 1300 institutions pledged to reasonable cooperation with service members and veterans who are trying to earn degrees even while pursuing demanding, transient careers. As a SOC member, the University is committed to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and work experiences. SOC is sponsored by 15 national higher education associations with the military services, the National Guard Bureau, and the Office of the Secretary of Defense serving as cooperating agencies.

ROTC
Reserve Officer Training Corps (ROTC) studies in Aerospace Science (US Air Force) and Military Science (US Army, Navy Marine Corps) are available to South University Tampa students through a cooperative agreement with the Department of Military Science at the University of South Florida. Students are responsible for registering for the appropriate courses and maintaining compliance with ROTC regulations.
Student Responsibility
Students are responsible for properly completing their academic programs, being familiar with all requirements of the University catalog under which they intend to graduate, maintaining the required grade point average, and meeting all program and course requirements. They are encouraged to seek counsel from faculty advisors or other staff members, but the final responsibility for fulfilling academic requirements remains that of the student.

Students have a right in an academic environment to reserve judgment about matters of opinion and to express their views in a responsible manner. Ordinarily procedures are provided to allow students the opportunity to question academic evaluations.

Declaration of Major
A major is an area of focused study in a degree program approved by the board of trustees. A major curriculum leading to a baccalaureate degree requires a minimum of 180 credit hours in specific courses or approved elective courses. A major curriculum leading to an associate's degree requires a minimum of 90 credit hours in specific courses or approved elective courses.

Students are requested to declare their academic majors prior to initial university enrollment. The appropriate form for this procedure is distributed during the admissions process and must be completed and returned to the registrar no later than registration. Students should then follow the requirements of their major found in the University catalog. The registrar must be informed of any anticipated changes in a student's academic plans. A student changing a major must complete the Change of Major form (available through the registrar's office) at the beginning of the term. The decision to change majors should be made as early as possible to avoid taking unnecessary courses and lengthening the time required to complete a program.

Students using veteran benefits must consult with the campus veteran's affairs officer for advisement before changing their majors.

Change of Major
Students will be allowed one change of major. Changing from a day program to an evening program of the same major is not considered a change of major. Changing from an associate's program to a bachelor's program in the same major is not considered a change of major. A student may change his or her program at any point of his or her enrollment. Courses that apply to the second major will be recorded as earned credit and will affect the student's CGPA (Cumulative Grade Point Average). For ICR (Incremental Completion Rate) purposes, earned credit applied to the new program will reduce the total number of credits that must be attempted within the program. Therefore, the maximum allowable credits are one and one-half times the number of credits remaining to complete for graduation. Students who change programs and students who change session times within the same program must sign a new program enrollment form, which must be filed in the student's academic file.

Fully online students must contact their Academic Advisor to change their major.

Credit for Transfer Work
Acceptance of Transfer Credit
Credit for transfer work will be given if the courses were taken at an accredited college institution, the course was equivalent to courses offered at South University or compatible with South University's distribution requirements, and the course carries a grade of C or better. (A grade of C from colleges that award + and – grades is not transferable) However, coursework will be evaluated for its current relevance and may not transfer if the material in the coursework is outdated. University credit will not be given for developmental courses such as basic mathematics or English. Students should consult with the registrar about questions related to acceptance of transfer credit. Credits earned at an accredited technical college may not transfer unless the credit earned is equivalent to courses offered in degree programs including the associate's degree.

Acceptance of credits earned at other institutions and/or through examination is limited to 60% of the total hours required for an undergraduate degree. No more than half the major area course requirements can be earned through transfer and/or exemption credit.

The University reserves the right to reject any or all credits from other institutions, regardless of their accreditation status, when it determines through investigation or otherwise that the quality of instruction at such institutions is for any reason deficient or unsatisfactory. The judgment of the University on this question shall be final. The University reserves the right to disallow transfer credit for courses if the student's subsequent grades in required courses in the same subject fall below average.

Acceptance of Graduate Transfer Credit
Transfer credit may be allowed in some graduate or post baccalaureate degree programs at the discretion of the College Dean or Department Chair. However, the majority of credits toward any graduate or post baccalaureate degree program must be earned at South University.

Definition of a Credit Hour
South University operates on a quarter system, with each quarter having approximately 10-12 weeks.

Course credit is awarded on the basis of the number of hours spent in lecture and/or lab situations. One credit hour is equivalent to at least 10 hours of lecture, 20 hours of lab work, 30 hours of externship or clinical practicum, or a combination of these three.

Course Load
To complete program requirements in a timely manner, most students choose to attend classes fulltime and enroll in 4 quarters per year. Course load designations are as follows:

Half-Time: 6-8 quarter hrs.
Three-Quarter Time: 9-11 quarter hrs.
Full-Time: 12-16 quarter hrs.

Students wishing to enroll in more than 20 quarter hours must have the permission of their academic advisor and the dean of academic affairs. Overloads will only be approved for students who exhibit outstanding academic performance.

Fully online students may only take a maximum of two classes each 5.5 week session. South University also offers a mid-quarter term each quarter which begins 5.5 weeks after the start of the full quarter and ending 5.5 weeks later.
Dropping and Adding a Course

Drop/Add

Students may adjust their schedules without penalty by dropping and/or adding courses during the first week of classes. Specific dates are reflected on the academic calendar or can be obtained through the Registrar’s office. Students are encouraged to consult the professor and/or department chair before dropping any course. All schedule revisions must be made through the registrar’s office, where an official Drop/Add Form must be completed. Students should consult with financial aid to ascertain implications of schedule changes. Courses cannot be added after the late registration period indicated on the University calendar.

Students taking online courses may adjust their schedules without penalty by adding and/or dropping courses during the first week of classes of the session of their quarter. All requests for schedule changes must be sent to the student’s Academic Advisor. Students should consult with Financial Aid to determine the implications of schedule changes. Courses cannot be added after the late registration period indicated on the University calendar.

Dropping Courses

Courses that are dropped after the Drop/Add period but prior to the end of the ninth week of the quarter, or equivalent percentage, will result in a grade of “W.” Courses that are dropped after the Drop/Add period but prior to the end of the ninth week of the quarter, Week 4.5 or 51 st day of 5.5 week terms, (Online terms and mid-quarter terms on ground), or equivalent percentage will also result in a grade of “W.” Courses dropped after this point will result in the grade of a “WF.”

Official Withdrawals from the Institution

To withdraw officially from the institution, students must contact the office of the registrar to provide notification of their intention to withdraw. New students who withdraw from the institution prior to the end of the first week of class will have no attempted courses shown on their record. Students officially withdrawing prior to the end of the ninth week of the quarter will receive a grade of W. Students officially withdrawing after the ninth week of the quarter will receive a grade of WF.

Full online students who wish to officially withdraw from school must contact their academic advisor. If a student withdraws before the Week 4.5 or 31st day of 5.5 week term or equivalent percentage of their first session, they will receive a W grade (if after the 31st day, a WF grade is assigned). The classes scheduled for their second session will receive a WX grade. Failure to attend all of your scheduled classes during the first week of the session will result in a withdrawal from school. When a student does not confirm in one of their scheduled classes a Net Change in Credits is processed to decrease their coarse load.

Veterans should be aware that the Veterans Administration will not pay for a course that a student drops after the first week of class unless extreme circumstances justify course withdrawal. Veterans should consult the campus veteran officer before withdrawing from any class after the first week of the quarter.

Auditing Courses

A student wishing to audit a course without receiving credit must obtain permission from the campus academic affairs officer and complete and sign a class audit form before registering for the course. (Policy for some courses forbids auditing.) A student may not change from audit to credit status or from credit to audit status after the registration process has been completed. A grade designation of AU will be recorded on student transcripts for audited courses. The regular schedule of fees applies to auditors. Unauthorized auditing is prohibited. Online courses cannot be audited.

Grade Level Classification

Students are classified according to the number of credit hours earned toward completion of the program. Students with fewer than 36 credits are considered freshmen; with as many as 37 but fewer than 90, a sophomore; with as many as 91 but fewer than 126, a junior; and with 127 or more, a senior, as illustrated in the following table:

- Freshman: 0-36 hrs.
- Sophomore: 37-90 hrs.
- Junior: 91-126 hrs.
- Senior: 127+ hrs.

Attendance

South University does not have an institutional attendance policy. However, because absences result in lower achievement, students are encouraged to attend each class session. Faculty members may establish attendance policies for their classes at their own discretion. Students are responsible for knowing and complying with course requirements, including attendance policies, as published by professors. Therefore, they should consult with their professors at the beginning of each term about the policy in effect. A leave of absence option is not available.

Students, whether present or absent from class, are responsible for knowing all that is announced, discussed, or lectured upon in class or lab, as well as for mastering all assigned reading. In addition, students are responsible for submitting on time all assignments and tests. Makeup work may be permitted at the professor’s discretion.

Grading System

Grade A
- Quality Points: 4.0
- Range: 90-100
- Interpretation: Excellent

Grade B
- Quality Points: 3.0
- Range: 80-89
- Interpretation: Above Average

Grade C
- Quality Points: 2.0
- Range: 70-79
- Interpretation: Average

Grade D
- Quality Points: 1.0
- Range: 60-69
- Interpretation: Minimum Passing

Grade F
- Quality Points: 0.0
- Range: 0-59
- Interpretation: Failure

Grade WF
- Quality Points: 0.0
- Range: 0
- Interpretation: Withdraw/Failure

Calculation of Grade Point Average

The cumulative grade point average is determined by dividing the total number of quality points, calculated by multiplying the numeric equivalents of course grades (e.g., A=4.0) by the number of credit hours assigned to each course (e.g., 4 credit hours x 4.0), by the total number of credit hours attempted. Transfer credits, course exemptions, and non-punitive grades will not be used in determining grade point average.

The following symbols are used on grade reports, but are not used in the determination of a student’s grade point average:

- EX: Course Exempted
- PR: Course Credit Earned Through Credit by Examination
- TR: Course Credit Earned Through Transfer
- P: Pass
- AU: Audit
- W: Withdrawal, no grade penalty
- WX: Withdrawal, never attended
- (no course credit or residence credit)

I*: Incomplete

* Incompletes are given at the discretion of the faculty member to any student who does not complete the course requirements. To receive an incomplete the student must complete at least one-half of the course requirements; then, it is the student’s responsibility to complete the remainder of the required course work. Incomplete grades must be cleared by the end of the second week of the subsequent quarter (unless special approval is received from the vice president or dean of academic affairs) or the incomplete will be changed to the grade earned. The final grade for the course will be designated on the transcript by the appropriate letter grade.
Repeating Courses
Students may repeat course work as necessary to meet academic requirements. The last grade received replaces any previous course grades in the calculation of the cumulative grade point average unless the last grade is one of the following: W, WX, or AU. When one of these is the last grade, the previous grade continues to be used in the GPA calculation. Veteran students can only receive benefits when repeating courses for which failing grades were earned. Developmental courses can be taken no more than three times.

Grade Reporting and Challenges
Grade reports are made available to students at the end of each term. Fully online students may request a grade report from the Student Support center at studentsupport@southuniversity.edu.

Any student wishing to challenge a final course grade must first discuss the grade with the instructor of the course in question within fourteen days of the end of final week for on ground courses and within fourteen days of the end of the online session in writing. Challenges after that time will not be permitted, and the grade recorded on the official grade sheets will prevail.

If the appeal is not resolved to the student’s satisfaction by the instructor it must be appealed to the department chair /program director (whomever is located on the student’s campus) and then the Dean of Academic Affairs on that campus. If still not resolved to the student’s satisfaction the student must appeal to the Dean of the College offering the course.

University Examinations/ Culture of Assessment
South University seeks to provide an optimal learning experience for each of its students. To provide evidence of learning achievement in the classroom, students are required to participate in university level assessment activities (i.e. MAPP, Portfolios) on an ongoing basis throughout their academic studies. Current university level assessment activities are focused on general education learning outcomes (skills in the areas of mathematics, communications, critical thinking, etc.) in the undergraduate programs, in addition to the learning assessment, which takes place in each academic program. The final formal examinations of general education skills occur prior to graduation, usually after students enter their final two quarters of their program. Students’ scores will not be factored into their GPA or entered on their transcript. Completion of these exams is an official university requirement for graduation.

Honors
Only work taken at South University will be considered in computing honors.

President’s List
Published quarterly, the president’s list honors those students who demonstrate outstanding academic achievement. To be eligible for the President’s List, a student must complete a minimum of twelve credit hours and earn a grade point average of 4.00. Graduate students, except for those in the pharmacy program, are not included.

Dean’s List
Published quarterly, the Dean’s List honors those students who demonstrate outstanding academic achievement. To be eligible for the dean’s list, a student must complete a minimum of eight quarter hours and earn a grade point average of 3.5 or above.

Undergraduate Honors
Cum Laude
Undergraduate degree students graduating with a grade point average of 3.50 through 3.89 will be graduated cum laude.

Magna cum Laude
Undergraduate degree students graduating with a grade point average of 3.70 through 3.89 will be graduated magna cum laude.

Summa cum Laude
Undergraduate degree students graduating with a grade point average of 3.90 through 4.00 will be graduated summa cum laude.

Graduate Honors
Honors
Graduate degree students graduating with a grade point average of 3.75 through 3.89 will be graduated with Honors.

High Honors
Graduate degree students graduating with a grade point average of 3.90 through 4.00 will graduate with High Honors.

Satisfactory Progress Standards
Undergraduate Satisfactory Academic Progress Policy and Procedures

Introductory Summary
Applicable to every student enrolled in undergraduate degree programs, the Satisfactory Academic Progress Policy ensures that students make satisfactory progress towards a successful completion of their academic programs. The criteria and standards contained in this policy are set to recognize exemplary academic achievements or to detect problems for which actions of early intervention and/or remediation can be taken. The Satisfactory Academic Progress Policy complies with requirements of accrediting commission(s) along with federal regulatory guidelines.

A student must demonstrate academic progress by successfully completing courses attempted. Completing courses with “C” or better grades indicates academic progress. Receiving “D” or lower grades and/or withdrawing from classes may put students at risk. Poor academic performance may lead to academic probation and/or dismissal. It is very important that students attend all registered courses and complete them successfully. Should a compelling reason arise that requires a student to cease attendance, it is the student’s responsibility to immediately contact the school or campus.

The following criteria are used to determine whether or not a student is making academic progress, a student must be able to:
- Maintain a minimum acceptable cumulative grade point average;
- Achieve the minimum incremental completion rate; and
- Complete the program within a maximum allowable time frame.

Administrative actions will be taken when a student fails to meet the minimum standards of any of the above criteria. If the resulting action results in dismissal, a student may appeal the dismissal. If the appeal is denied, the student will be dismissed.

The Satisfactory Academic Progress Policy contains the following sections:
- Criteria for Honor Designations
- Minimum Standards for Academic Progress
- Consequences for Failing to Meet the Minimum Standards
- Procedure for Appealing Academic Dismissal
- Procedure for Reentry after Academic Dismissal
- Explanations of Related Issues

The school has the right to modify the satisfactory academic progress policy at any time.
**Academic Information**

**I. Criteria for Honor Designation**

To promote academic excellence and to recognize exemplary academic achievement, the following system is recommended for honor designations on a term basis and upon graduation:

a. Term Honor Designation
   Any student who enrolls for and completes 8 credits or more is eligible for the following designations: Honors, Dean’s List, and President’s List.

b. Honor Designation at Graduation
   Any student who achieves a Cumulative Grade Point Average of 3.50 or better is designated an Honor Graduate.

**II. Minimum Standards for Academic Progress**

To maintain academic progress, each student must meet the required minimum standards of the following three criteria:

- Maintain a minimum acceptable cumulative grade point average;
- Achieve the minimum incremental completion rate; and
- Complete the program within a maximum allowable timeframe.

a.) Cumulative Grade Point Average (CGPA)

To continue enrollment in an academic program, students enrolled in degree programs on the quarter system must:

- Achieve a minimum CGPA of 1.00 at the end of the third academic term.
- Achieve a minimum CGPA of 1.50 at the end of the fifth academic term.
- Achieve a minimum CGPA of 2.00 at the end of the seventh academic term and every other term thereafter (9th, 11th, 13th, and so forth).

In order to be eligible for graduation, a student must achieve a CGPA of 2.00 at the time of graduation. All grades except Withdrawn (W), Pass (P), Proficiency (PR), transfer (TR), Test Out (TO), and remedial courses are calculated into the CGPA.

b.) Incremental Completion Rate (ICR)

To continue enrollment in a degree program on the quarter system, a student must also:

- Successfully complete at least 80% of the cumulative attempted course credits at the end of the third term.
- Successfully complete at least 63% of the cumulative attempted course credits at the end of the fifth term and 66.67% of the cumulative attempted course credits at the end of the seventh term and every other term thereafter (9th, 11th, 13th, and so forth).

a). Academic Probation:

1. Students enrolled in a degree program will be placed on academic probation if their CGPA is below 1.00 at the end of third quarter, and below 1.50 at the end of fifth quarter. A student placed on probation at the end of third quarter may remain on probation at the end of fifth quarter if his or her CGPA is at least 1.50. However, the student must achieve a CGPA of 2.00 at the end of seventh quarter or the student will be dismissed.

2. Students enrolled in a degree program will be placed on academic probation if their ICR is below 66.67% at the end of seventh quarter.

In both circumstances, the student must meet the ICR threshold at the point of his or her next evaluation or be dismissed.

A student on academic probation status is deemed to be making satisfactory academic progress, and remains eligible for financial aid.

b). Academic Dismissal:

A student enrolled in a degree program will be academically dismissed for any of the following conditions:

1. CGPA below 2.0 at the end of the seventh quarter of the program and every other quarter thereafter.
2. ICR below 66.67% at the end of the ninth quarter and every other quarter thereafter.
3. Failing to complete all program requirements within the maximum allowable timeframe.

Student enrolled in remedial courses must be able to pass a remedial course after three attempts or that student will be academically dismissed.

Please note that a student may be terminated for academic reasons without previous academic action.

**III. Procedure for Appealing Academic Dismissal**

Any student wishing to appeal an academic dismissal may do so in writing to the Dean of Academic Affairs. Fully online students must send appeals to their Academic Advisor. Appeals will be forwarded to the Appeals Committee.

The written appeal must state the mitigating circumstances that contributed to the dismissal. The written appeal must be supported with appropriate documentation of the mitigating circumstances with explanation on how the circumstances have been remedied or changed. Mitigating circumstances are events that are outside the student’s control and are unavoidable.

The Dean of Academic Affairs or an appeals committee will review the student’s appeal and will determine whether the circumstances and academic status warrant consideration for reinstatement. The student may be asked to appear in person during the review process when deemed necessary by the Dean or the Committee. The appeal process ends with the Campus President on each campus.

A student who is granted an appeal may be reinstated and, if otherwise eligible, receive financial aid; however, the student will be placed on probation at the start of the academic term.

**IV. Procedure for Reentry After Academic Dismissal**

A student denied an appeal may sit out one year before being eligible for Reentry. A student terminated for violating satisfactory academic progress must appeal in writing to the Dean of Academic Affairs for reentry before the start of the term in which he/she wishes to return. Also, any student who ceased attendance and whose grades in the last term of attendance caused him or her to not meet the minimum standards of the academic progress must go through the same appeal process. The appeal procedure described in the preceding section applies. The student must demonstrate resolution to any mitigating circumstances.

If the appeal is granted, the reentering student will be placed on probation at the start of the term of return. The student must meet the standards of academic progress by the end of his or her third term. The student may be asked to retake courses previously failed in order to raise both the CGPA and ICR. A student is allowed one and only one reentry appeal after being academically terminated.

**V. Explanations of Related Issues**

a). Calculation of CGPA

A student’s cumulative grade point average is calculated by a.) Multiplying credits for each course by grade points associated with the grade earned; b.) Totaling the grade points earned for all the courses, and c.) Dividing total grade points earned by the total number of quality credits.

b). Transitional Studies Courses

South University requires academic placement tests. Depending on test scores, students may be required to take remedial courses. Students must successfully complete such courses in order to progress in the program. Remedial course credits do not count towards the total number of credits for graduation nor do they count in the CGPA; however, they do count in determining the maximum time frame and the incremental completion rate.

c). Repeated Courses and Grades

Grades achieved in repeated classes will replace withdrawn or failing grades. Withdrawn and failing grades are included in the maximum allowable time frame and incremental completion rate. The grade ‘F’ indicates Incomplete and is calculated as if it is a ‘F’ for CGPA and ICR purposes until it is changed to another grade. Students may also retake a class in which they received a passing grade in order to improve their CGPA.
d). Remediation of Academic Deficiencies

It is strongly recommended that any student with withdrawn or failing grades register for the same course(s) in the subsequent term to improve academic performance.

e). Transfer Credits

Credits from transfer courses are not calculated in the maximum allowable credits or incremental completion rate requirements; however, transfer credits do reduce the total number of credits that must be attempted within the program. Therefore, the maximum attempted credits for a student with transfer credit is one and one-half times the number of credits remaining to complete the program.

Grades for credits transferred from any postsecondary institution will be recorded as "TR" and will not affect the student’s CGPA. Grades from courses taken in a program within the same school group, if applicable to a transfer program, will be recorded as earned credit and will affect the student’s CGPA.

In cases in which a student has graduated from one program then subsequently begins work in a different program, grades earned in the first program will be recorded as transfer credit ("TR") and will not be applied to the student’s new program CGPA calculation.

Change of Program

Students will be allowed one change of program. Changing from a day program to an evening program of the same major is not considered a change of major. Changing from an associate’s program to a bachelor’s program in the same major is not considered a change of major. A student may change his or her program at any point of his or her enrollment. Courses that apply to the second major will be recorded as earned credit and will affect the student’s CGPA. For ICR purposes earned credit applied to the new program will reduce the total number of credits that must be attempted within the program. Therefore, the maximum allowable credit is one and one-half times the number of credits remaining to complete graduation. Students who change programs and students who change session times within the same program must sign a new program registration form or the like which must be filed in the student’s academic file.

Transfers

A student must be in good satisfactory academic standing on order to be allowed the opportunity of transferring from one program to another or from one school or campus to another. A student who has been terminated and wishes to transfer to another EDMC school must appeal his/her dismissal at the originating school and receive reinstatement prior to the transfer.

Graduate Student Satisfactory Academic Progress Policy and Procedures

Requirements for Satisfactory Academic Progress

The following is a description of the required minimum satisfactory academic progress requirements that must be met:

- Students must complete their program within a maximum timeframe of 150 percent of the normal published length of the program.
- Students must maintain a cumulative grade point average of 3.0 or above

Academic Probation

All students, regardless of the program in which they are enrolled, will be placed on academic probation if:

- The cumulative GPA is below the stated requirement of the program in which the student is enrolled.
- The student has failed to earn 66.67 percent of credits attempted on a cumulative basis.

Students on probation continue to be eligible to receive financial aid.

Criteria for Removal from Academic Probation

Students will be removed from academic probation when they have met the requirements for satisfactory academic progress.

Schedule for Removal from Academic Probation

After being placed on academic probation, students in term-based programs will have a maximum of two terms to meet the requirements for satisfactory academic progress.

College of Arts and Sciences, Master of Arts in Professional Counseling Satisfactory Progress Standards

Progression Policy

During the didactic year, all students are required to maintain a cumulative GPA of 3.0 (on a scale of 4.00). A two part, comprehensive final examination designed by the National Board of Certified Counselors and the South University Professional Counseling Program is administered toward the end of the program.

Academic Information

Personal and Promotions Policy

The South University Student Handbook defines a Code of conduct that must be followed by all students. Failure to comply with general University policies may result in dismissal from the Program and University according to defined disciplinary procedures enforced by the Dean of Student Affairs. All disciplinary actions will be reported to the Progress and Promotions Committee (PPC) and will be considered relative to the student’s suitability for continued participation in the Professional Counseling program and entry into the Professional Counseling profession.

Academic, Clinical and Professional Progression

The following is a description of the minimum satisfactory progress requirements that must be met by any student enrolled in the Professional Counseling Program (including specialty tracks):

1. Students must complete their program/track within a maximum timeframe of 150 percent of the normal published length of the program. Exceptions will be reviewed on a case-by-case basis by the Program Director.
2. Students must maintain a cumulative grade point average of 3.0 or above (on a scale of 4.00).
3. Students must also take and pass the Comprehensive Examination, which is administered toward the end of the program.
4. Students must meet ethical, moral, and professional standards as identified by the Professional Counseling Program, the American Counseling Association (ACA) and South University.
5. Students must not engage in conduct deemed illegal, under federal, state, or local laws or in violation of the rules and regulations of South University or in violation of the rules and regulations of the facility in which the conduct took place.

Probation

A student will be placed on probation in the following situations:

1. Failure to meet the minimum academic standards of the program (i.e., a cumulative GPA below 3.0)
2. Receipt of a letter grade lower than a "C" in any course
3. Inadequate clinical performance
4. Breach of ethical, moral, or professional conduct

Remediation

Remediation is deemed as an action plan and an opportunity for the student(s) to address issues of concern identified by the PPC while on probation in the academic, clinical, or professional areas. During this period, students are expected to actively engage in the remediation plan and should understand that remediation may delay the timetable for graduation from the Professional Counseling program.
Academic Information

Removal from Probation and Reinstatement to Good Academic and Programmatic Standing
A student on academic, clinical, or professional probation is expected to adhere to and complete the terms identified by the remediation plan provided by the PPC in full. A student will be removed from academic probation and returned to Good Academic Standing upon meeting the requirements for satisfactory progress in the program and recommendation by the PPC.

Academic, Clinical, and Professional Suspension and Reentry
Students who fail to meet the identified conditions of probation during the 1st or 2nd quarter will be suspended for a period of at least 6 months (i.e., the equivalent of 2 quarters). In order to return from academic, clinical and/or professional suspension, a student must meet the identified conditions of the suspension remediation plan. If a student has not been enrolled in the Professional Counseling program at South University for a year or longer, he/she must reapply to the program by undergoing the admissions process in its entirety.

Academic, Clinical, and Professional Appeal Process
Students have the right to appeal the decision of the PPC. The procedure for appeals is as follows:
1. A student who would like to appeal academic, clinical, or professional suspension must do so in writing to the Chair of the PPC.
2. Written appeals must be received by the Chair of the PPC committee within 5 business days following the notification of the PPC's decision.
3. The Chair of the PPC will notify the PPC of the written appeal and schedule a meeting of the PPC.
4. The student will be notified of the PPC's decision no later than 15 days following the receipt of the written appeal.

In the event the appeal is not resolved at the committee level, the student may present an appeal in writing to the Dean of Academic Affairs. In the event the appeal is not resolved at the Dean of Academic Affairs level, the student may present an appeal in writing to the Vice President for Academic Affairs.

Dismissal
A student may be dismissed from the Master of Arts in Professional Counseling program for failing to achieve satisfactory academic, clinical or professional requirements, failure to meet the conditions of an identified remediation plan, failure to meet the conditions of probation during the term of reenrollment following suspension or upon recommendation by the PPC. Moreover, a student who experiences a second academic suspension will be permanently dismissed from the program.

Grounds for Immediate Dismissal
A student may be dismissed from the Master of Arts in Professional Counseling program without being placed on probation if he/she meets any of the following criteria in one academic quarter:
1. Letter grade lower than a “C” in two or more courses
2. Violation of ethical or professional conduct
3. Misrepresentation of academic, professional, or personal credentials presented for consideration as part of the application process for the program

Graduation
In order to graduate from the Master of Arts in Professional Counseling program, a student must:
1. Evidence a cumulative GPA of 3.0 or greater for all academic work required for the degree.
2. Successfully pass the Comprehensive Examination process.
3. Successfully remediate or repeat all courses in which a grade lower than a “C” was earned.
4. Successfully meet all conditions of a remediation plan(s) as provided by the PPC during periods of probation or suspension.

*Please refer to the Graduate Student Handbook for the Professional Counseling for additional information regarding the Progress Promotions Policy.

School of Pharmacy Satisfactory Progress Standards

Grading and Credit Hours
The School of Pharmacy employs the following grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 and above</td>
<td>4.00</td>
</tr>
<tr>
<td>90-89</td>
<td>3.90</td>
</tr>
<tr>
<td>88-87</td>
<td>3.80</td>
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<tr>
<td>86-85</td>
<td>3.70</td>
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<tr>
<td>84-83</td>
<td>3.60</td>
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<tr>
<td>82-81</td>
<td>3.50</td>
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<tr>
<td>80-79</td>
<td>3.40</td>
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<td>78-77</td>
<td>3.30</td>
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<tr>
<td>76-75</td>
<td>3.20</td>
</tr>
<tr>
<td>74-73</td>
<td>3.10</td>
</tr>
<tr>
<td>72-71</td>
<td>3.00</td>
</tr>
<tr>
<td>70-69</td>
<td>2.90</td>
</tr>
<tr>
<td>68-67</td>
<td>2.80</td>
</tr>
<tr>
<td>66-65</td>
<td>2.70</td>
</tr>
<tr>
<td>64 and below</td>
<td>2.60</td>
</tr>
</tbody>
</table>

Due to the challenging nature of the year-round accelerated curriculum, the School of Pharmacy has adopted a progressions policy intended to accommodate the lack of extended breaks inherent in semester based traditional academic year programs. The goal of this policy is to balance the commitment of the school's faculty to student instruction and retention with the responsibility of the faculty to protect and preserve the public health.

The Scholastic and Professional Standing Committee (SPSC) is charged with administrator...
Students meeting any of the criteria above will be subject to action by the Scholastic and Professional Standards Committee (SPSC). Possible actions include academic counseling, placement in special elective courses or programs of study to address academic deficiencies, placement on academic probation, placement in an extended academic track*, suspension, dismissal from the School of Pharmacy or combinations thereof.

*Academic track where the student must repeat all coursework with final course grades < 2.00. The repeat coursework must be completed in the year immediately following and may be utilized by a student only once.

Probation: Academic probation is a special status for students with academic deficiencies. While on probation, students must pass quarterly grade point averages 2.00 with no course grades of 0.00 (F). Students who meet these requirements for the probationary period will be removed from academic probation at the beginning of the next academic quarter. Students who do not meet the requirements of their probationary status will be subject to action by the Scholastic and Professional Standards Committee (SPSC). Possible actions include academic counseling, placement in special elective courses or programs of study to address academic deficiencies, placement in an extended academic track, suspension, or dismissal from the School of Pharmacy.

Students on probation will not be permitted to seek or hold offices in any student organization or participate in extracurricular activities which involve a significant time commitment. No student who is on academic suspension, on an extended academic track, or who has been dismissed from the Pharmacy program may hold office in any student organization affiliated with the School of Pharmacy.

Remediation: Remediation should be regarded as a privilege, which must be earned by a student through active participation in the educational program as demonstrated by regular class attendance, individual initiative, and utilization of available academic resources. Students should recognize that the need to remediate coursework may delay the timetable for their graduation from the Pharmacy program.

Decisions by the Scholastic and Professional Standards Committee regarding remediation will be made on an individual basis after considering all pertinent information. The Scholastic and Professional Standards Committee will base its decision on the student’s academic record and further consideration after consultation with the student, the Preceptor or Course Coordinator(s), Pharmacy School Administration, and the student’s Faculty Advisor, where appropriate.

In reviewing the student’s academic deficiencies, the following guidelines will be used:

- The Scholastic and Professional Standards Committee will consider all individual failing grades as requiring remediation.
- Educational objectives and evaluation techniques for remedial courses should be the same as the educational objectives and evaluation techniques for courses in the regular curriculum. The specific content and format of remedial courses are at the discretion of the course coordinator(s).
- Where deemed appropriate, the Scholastic and Professional Standards Committee, after consultation with the Course Coordinator(s), Faculty Advisor, or appropriate Department Chair, may recommend any of the following options for the student:

**Didactic Courses:**

1. Students with a final grade of 0.00 (F) in a course will be required to remediate (or repeat) the course. The specific content and format of the repeated course are at the discretion of the course coordinator(s).

2. Any course receiving a grade of 0.00 (F) must be repeated during the specified time periods allotted for remediation. Courses delivered in Quarter 1 must be remediated prior to the start of Quarter 5, all courses presented in Quarters 2 – 4 will be remediated during the Introductory Practice Experiences/Rotations (Quarter 5), and all courses delivered in Quarters 6–9 must be remediated during Quarter 10 prior to Advanced Practice Experiences/Rotations. It is the responsibility of both the faculty and the student(s) involved in remediation to ensure that all remediations are carried out in a timely manner, as outlined above. A remediation fee of $1,500 per remediated course will be charged. This fee will be assessed for all course remediations.

3. Students who fail to successfully complete course remediation will be required to meet with the Scholastic and Professional Standards Committee to discuss their academic progression within the Pharmacy program. In such cases, the Scholastic and Professional Standards Committee may recommend any of the following actions:

- Repetition of the academic year
- Entrance into an extended academic track
- Suspension from the Pharmacy Program
- Dismissal from the Pharmacy Program
Academic Information

Experiential Rotations:
1. In the case of a failure in a rotation (score < 2.00), the Department Chair of Pharmacy Practice may assign the site and the preceptor of the subsequent rotation. More information on makeup rotations can be found in the Introductory and Advanced Practice Experiential Handbooks.

- Students failing rotations will be required to meet with the Scholastic and Professional Standards Committee to discuss their academic progress. The Scholastic and Professional Standards Committee may recommend any of the following actions (alone or in combination):
  1. Repetition of the academic year
  2. Entrance into an extended academic track
  3. Dismissal from the Pharmacy Program
  4. Academic/Professional Counseling

   The grade earned from the remediation of either a didactic course or experiential rotation will be recorded on the student’s transcript along with the original grade. The remediation grade will be recorded on the transcript with an asterisk. For those students required to remediate at an off-campus location, a footnote will specify where the remediation took place.

Academic Progressions Appeals Process: A student has the right to file an appeal if there is a disagreement with the final disposition of proceedings rendered by the Scholastic and Professional Standards Committee (SPSC).

   The procedure for such appeals is as follows:
   1. A formal appeal must be initiated within 10 business days following the receipt of the written notification of the SPSC’s recommendation and faculty action. The entire appeal process should be completed within approximately 30 calendar days following initiation of the process.
   2. The student must initiate the process by presenting the appeal in writing to the Chair of the Scholastic and Professional Standards Committee, to notify, in writing, the appropriate department chairperson and the Dean of the School of Pharmacy that an appeal has been filed
   3. The SPSC Chair shall present the student appeal in writing to the Dean of the School of Pharmacy. After reviewing the student’s appeal, the Dean will render a decision in writing no later than 10 calendar days after receiving the appeal.

Suspension: A student may be placed on academic suspension, a status in which a student is still affiliated with the School of Pharmacy but not actively enrolled in Pharmacy classes, for failure to achieve satisfactory scholastic and professional performance, as outlined in the academic criteria described above.

Dismissal: A student may be dismissed from the Doctor of Pharmacy program for failure to achieve satisfactory scholastic and professional performance, as outlined in the academic criteria described above.

Graduation: All course scores of 0.00 (F) must be successfully remediated and a cumulative grade point of 2.00 must be achieved.

Off Campus Curricular Requirements
Practice sites have been recruited to support the experiential component of the School of Pharmacy curriculum. Early activity will be focused on the introductory practice experiences. Students will be precepted at sites in all three phases of practice experience: introductory, intermediate, and advanced.

   Experiential sites will include, but not be limited to, chain and independent community pharmacies, teaching and community hospitals, long term care facilities, managed care companies, home infusion therapy companies, regulatory agencies, family practice clinics and a veterinary hospital, among others.

Satisfactory Progress Standards Anesthesiologist Assistant Program
Continuation Requirements
The faculty’s judgment of a student’s suitability and fitness for continuation in the program is based upon classroom performance, clinical performance and standards of conduct appropriate for a health professional. Standards of conduct include: trustworthiness; responsibility to duty; appropriate interaction with patients, patients’ families, other healthcare professionals; and professional demeanor.

The Progress and Promotions Committee
The Progress and Promotions Committee meets immediately after all grades are submitted at the end of each quarter. The committee reviews each student’s classroom, laboratory and clinical grades, comments on attitude and conduct, and any other information that is available to aid in evaluation of each student. The Committee makes a recommendation to the Program Directors as to whether the student should advance to the next academic quarter in good standing; advance on probation; enter intensive clinical; enter a decelerated program; or be dismissed from the program. The Program Directors will then notify the student in person, and in writing of any recommendation by the Committee other than advance in good standing. The Program Directors will copy the Vice President of Academic Affairs on all correspondence with students regarding recommendations of the Progress and Promotions Committee. When the Committee recommends dismissal, the Program Directors will compose a letter to the Vice President of Academic Affairs providing details and justification for the dismissal. The Vice President of Academic Affairs will send official notification of the action to the student on behalf of the University.

Academic Performance
Each student’s academic performance is reviewed by the Progress and Promotions Committee at the end of each quarter or more often if academic problems arise. Continuation as a student in good standing is dependent upon a student’s maintaining a quarter grade point average of 2.0 or higher and receiving no letter grade of F and no more than one letter grade of D in any course in any quarter.

Comprehensive Examination
(at the completion of the 5th quarter)

The curriculum contains a comprehensive examination at the end of the fifth quarter. Students who do not successfully complete the examination will be prohibited from advancing to the sixth academic quarter. The senior year consists of fulltime clinical work, for which students must be adequately prepared in all aspects of their education and training. This includes a strong knowledge base, along with adequate clinical skills, satisfactory attitude and appropriate patient and operating room decorum.

Probation
Probation for the successive quarter will be assigned to any student who meets one of the following criteria in any academic quarter:
1. Academic quarter GPA < 2.0. OR
2. Letter grade of F in any course; OR
3. Letter grades of D in any two or more courses.
4. Inadequate clinical performance as judged by daily evaluations
5. Breach of ethical, moral or professional conduct

The student who is placed on probation must meet the criteria for continuation by the end of the next quarter, or that student is subject to dismissal. That is, the student on probation must attain quarter and cumulative GPAs of 2.0 or higher at the end of the quarter during which he/she is on probation.

If a student is placed on probation at the end of the eighth (8th) academic quarter, then his/her degree program will be extended for one quarter and he/she must meet continuation requirements at the end of the extra quarter in order to become a degree candidate. Failure to achieve a cumulative GPA of 2.0 or higher by the end of the extra quarter is grounds for dismissal.

Grounds for Immediate Dismissal
A student may be dismissed immediately from the program without being placed on probation if he/she meets any one of the following criteria in one academic quarter:
1. Letter grade of F in two or more courses; OR
2. Letter grade of D in four or more courses; OR
3. Letter grade of F in any course during the summer term; OR
4. Letter grade of D in any course during the summer term.

OR
5. Failure to achieve any letter grade or pass any course in one academic quarter.

OR
6. Failure to meet any aspect of the academic progression requirements as defined in the University catalog.
Decelerated Program
A student who receives a letter grade of F in any course must retake that course and achieve a letter grade of C or higher in order to continue in the Program. Since didactic courses are taught on an annual basis, receiving a letter grade of F in any course will extend that student's degree program by a minimum of one quarter. If, upon retaking the course, the student does not receive a grade of C or higher, then that student may be dismissed from the Program.

Conduct
The South University Student Handbook defines a Code of Conduct that must be followed by all students. Failure to comply with general university policies may result in dismissal from the Program and the University according to defined disciplinary procedures enforced by the Dean of Student Affairs. All disciplinary actions will be reported to the Progress and Promotions Committee and will be considered relative to the student's suitability for continued participation in the Program and entry into the AA profession. Each student shall be attired appropriately whenever he/she is in a clinical (patient care) environment. Failure to adhere to appropriate guidelines for attire can result in dismissal from clinical activity with a resulting penalty applied for absence.

In the practice of anesthesia, the safety and well being of patients is every practitioner's first and foremost concern. The confidential acquisition and maintenance of patient data are also of paramount importance. To these ends, students must always interact appropriately with patients and patients' families and maintain the confidentiality of medical records and all patient data. Interacting appropriately with patients and conducting oneself professionally are requisite to continuation in the program. Conduct can be reviewed and the privilege of working with patients can be withdrawn at any time. Inappropriate behavior and/or failure to maintain patient data in an appropriate, confidential manner according to the Health Insurance Portability and Accountability Act (HIPAA) guidelines are grounds for immediate review and for possible dismissal from the Program.

A student's conduct can be reviewed at any time, including receipt of an unsatisfactory evaluation based on conduct or referral of a conduct issue to a Program Director. The Program Director shall take appropriate action based on the type and severity of the student's misconduct, including referral of the matter to the Progress and Promotions Committee. The Program Director will inform the student of the Program's receipt of unsatisfactory evaluation or referral of conduct issue. The Program Director, in consultation with the Vice President of Academic Affairs, will suspend the clinical activity of any student whose conduct is deemed illegal under federal, state, or local laws or in violation of the rules and regulations of South University or in violation of the rules and regulations of the facility in which the conduct took place.

The Progress and Promotions Committee, after review of the conduct issue, shall recommend the action to be taken. Recommendation can be continuation, continuation with warning, continuation on probation, or dismissal. Severe transgressions from ethical and moral conduct, such as cheating, stealing, providing false documentation intended to deceive faculty or administration, may result in immediate dismissal from the Program. When appropriate, the Program Directors will forward a complete record of events related to the conduct issue along with the recommendation from the Progress and Promotion Committee to the Vice President of Academic Affairs for review. If the documented event(s) involves a serious offense, the student may be dismissed from South University College of Health Professions regardless of academic standing. For a lesser offense, the student may receive a letter of warning or be placed on probation. Repeat misconduct issues may result in dismissal from South University College of Health Professions.

Dismissal
Students may be dismissed from the program for failing to emerge from academic probation status, failing to improve sufficiently following remediation in classroom, laboratory or clinical activities, following repeated misconduct issues and counseling, or upon the recommendation of the Dean of Student Affairs for violation of the University Code of Conduct. When the Progress and Promotions Committee recommends that a student be dismissed from the program, the Program Directors will meet with the student and inform them of the Committee's decision. The Program Directors will then forward a letter to the Academic Dean, who will send formal notification to the student and appropriate academic offices.

Appeals Process
Students may appeal the decision of the Progress and Promotions Committee. The student, through the Program Directors, may petition to meet with the Progress and Promotions Committee to present further details or extenuating circumstances of which the Committee may not be aware. The Committee may reaffirm its initial decision, reverse its initial decision, or refer the matter to an impartial ad hoc investigative committee appointed by the Vice President of Academic Affairs. The Vice President of Academic Affairs will use the report from the ad hoc committee and consultation with the Program Directors, to reach a conclusion regarding the student's disposition. The Vice President of Academic Affairs will send formal notification to the student and appropriate academic offices. The student may further appeal to the Chancellor, who will be the final arbiter in the process.

Grading
The following letter grades, their indication of performance, and assigned quality points are used in the Program:

- A excellent 4
- A- above average 3.7
- B average 3
- B- below average 2.7
- C passing 2
- C- marginal 1.7
- D low passing 1.3
- F failing 0

The notation "P" indicates a passing score in a course designated as Pass/Fail (P/F). A student receives credit hours for a P/F course, but there are no quality points assigned and a passing grade does not contribute to the student's grade point average. The notation "I" for incomplete will be submitted when assigned work has not been completed. If the work is not completed by the end of the second week of the subsequent academic quarter, a final grade of "F" will be assigned.

Satisfactory Progress Standards for the College of Business

Grades for satisfactory progress are as follows:

- A excellent 4
- A- above average 3.7
- B average 3
- B- below average 2.7
- C passing 2
- C- marginal 1.7
- D low passing 1.3
- F failing 0

The student must complete his/hers program within a maximum timeframe of 150 percent of the normal published length of the program.

- The student must maintain a cumulative grade point average of 3.0 or above.
- The student must complete each course within his/her program with a final grade of “C” or better. Failure to achieve a final grade of “C” or better requires the student to immediately repeat the course in question.
- The student enrolled in any graduate course in the College of Business must

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pass the course with a final grade of "C" or better after two attempts or the student will be academically dismissed.

- The last grade earned will count in the student’s GPA calculation.
- All grades earned will appear on the student’s transcript.

Academic Probation

All students, regardless of the College of Business graduate program in which they are enrolled, will be placed on academic probation if:

- The cumulative grade point average is below 3.0. The student on academic probation continues to be eligible to receive financial aid.
- No student can be put on academic probation more than one time.
- The student has failed to earn 67 percent of credits attempted on a cumulative basis.

Criteria and Schedule for Removal from Academic Probation

A student will be removed from academic probation when s/he meets the requirements for satisfactory academic progress. After being placed on academic probation, a student will have a maximum of two quarters to meet the requirements for satisfactory academic progress. If at the end of two quarters a student has not met the requirements for satisfactory academic progress, s/he will be dismissed from the program.

Academic Standing and Eligibility

The undergraduate Satisfactory Progress Standards explained in that section of this catalog went into effect January 1, 2006. These standards supersede all previous guidelines. Because these revised standards evaluate both the qualitative and quantitative achievement of the student, there are no separate academic eligibility criteria. Questions regarding satisfactory progress should be directed to the campus academic dean.

Transient Students

Students wishing to take classes at another institution while enrolled with South University should contact their Registrar’s office prior to enrolling in another institution. Students must be in good academic standing with South University. The Registrar’s office can provide guidance on what courses may transfer into South University from the other institution. Without prior approval no guarantees are made that courses taken at other universities will be accepted for credit at South University.

Associate’s and Bachelor’s Degrees Graduation Requirements

To receive an associate’s or bachelor’s degree or certificate, a student must satisfy these four requirements:

1. The student normally must complete the course requirements described in the catalog in effect when the student enrolled. However, academic programs are subject to change at the discretion of the institution. Students who leave the University longer than one calendar year will be required to meet catalog requirements in effect at the time of their return. Students may request department chair/Coordinator approval for a course substitution or waiver. The Registrar or dean of academic affairs must approve deviation from any program requirements.
2. The student must receive a C or better in all courses in the student’s major.
3. The student must have a cumulative grade point average of 2.0 or higher for all course work taken at the University. Students in the bachelor’s PA program must have a cumulative grade point average of 2.50. To graduate with the baccalaureate nursing degree, the student must have a cumulative grade point average of 2.0 or higher for all nursing prerequisite course work taken at the University, a cumulative grade point average of 2.5 or higher for all didactic course work in the nursing program, and a passing grade in all lab or practice courses.
4. The student must abide by all University rules and regulations and settle any financial obligations to the University prior to graduation. Students in the baccalaureate degree nursing program must be able to meet the physical and mental demands per the statutory requirements of the State of Florida.

Master of Science in Physician Assistant Studies Graduation Requirements

To receive a Master of Science in Physician Assistant Studies degree a student must satisfy the following requirements:

1. The student normally must complete the course requirements described in the catalog in effect when the student enrolled. However, students who leave the University longer than one calendar year will be required to meet catalog requirements in effect at the time of their return.
2. The student must receive a minimum grade of C or better in all courses.
3. The student must have a cumulative grade point average of 2.5 or higher for all course work taken while in the South University Physician Assistant Program.
4. The student must successfully complete a summative evaluation prior to program completion to assure that students meet defined program expectations for knowledge, professional, and technical skills.
5. The student must successfully complete all competency and summative examinations.
6. The student must successfully complete the Master’s professional research paper and oral defense as outlined in Research 5003.

School of Pharmacy Graduation Requirements

Students who have satisfactorily completed all academic requirements and who have been recommended by the Scholastic Standing Committee and by the School faculty (as indicated by the successful completion of the School of Pharmacy curriculum) may be awarded the Doctor of Pharmacy degree, provided that they are of good moral character and have met the following standards. They must:

1. Have successfully remediated all course scores of 0.00 (F).
2. Have completed the Doctor of Pharmacy curriculum with no less than a 2.00 cumulative grade point average.
3. Have satisfactorily completed four academic years of residence in a school of pharmacy that is either fully ACPE accredited or has ACPE pre-candidate or candidate status, the final two academic years of which must be completed at South University School of Pharmacy.
4. Have completed all legal and financial require- ments of the School.
5. Have exhibited the ethical, professional, behavioral, and personal characteristics necessary for the practice of pharmacy.
6. Have completed a Clearance Check Form from the office of financial aid.
7. Have completed an exit interview with the office of financial aid if the student is a recipient of any form of financial aid.
8. Attend the Commencement at which the degree is awarded. Only in unusual circumstances, and with approval of the dean, will a degree be awarded in absentia. A student who completes the curriculum is required to meet graduation requirements listed in the catalog of entry and/or any subsequent or additional program requirements. In the event of an extension beyond the three calendar years, the student must meet the requirements for the class with whom the individual graduates, and any other requirements specified by the Scholastic Standing Committee and the dean. Students must complete all requirements for graduation within five calendar years of the date of matriculation.
Anesthesiologist Assistant Program Graduation Requirements

The faculty's judgment of a student's suitability and fitness for graduation is based upon more than scholastic achievement, and includes the applicant's character, physical abilities, and interaction with patients, patients' families, and other healthcare professionals. Eligibility for the Master of Medical Science degree in Anesthesiologist Assistant Studies at South University includes the following:

1. Residence of nine academic quarters.
2. Satisfactory completion of all classroom, laboratory and clinical work.
3. Continued demonstration of ethical and moral behavior and appropriate clinical demeanor.
4. Adherence to all federal, state, and local laws, especially those pertaining to substance abuse. Adherence to the rules and regulations of South University and all institutions in which students have clinical rotations, especially those rules and regulations pertaining to patient care and confidentiality of medical records.

Application for Graduation

It is the responsibility of each potential graduate to complete an application for graduation. The application should be submitted during the registration period two quarters prior to the anticipated graduation date. Fully online students should request and submit the graduation application to their Academic Advisor.

Academic Honesty

Academic dishonesty will not be tolerated. Plagiarism and cheating will result in one of several sanctions, depending on the seriousness of the offense. Infractions of the academic honesty policy may result in a failing grade for the assignment, receiving a failing grade for the course or even expulsion from school. These policies apply to both undergraduate and graduate students.

For a full description of the Academic Honesty Policy and the possible sanctions, please refer to the Student Handbook and Faculty Handbook. Student Handbooks are available in the office of the Dean of Student Affairs and the Dean of Academic Affairs and online.

Graduate student are governed by an Honor Code, the details of which are found in the Student Handbook and Faculty Handbook.

Student Examination of Official Records Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act of 1974, as amended (“FERPA”) sets out requirements designed to afford students certain rights with respect to their education records. In addition, it puts limits on what information South University may disclose to third parties without receiving prior written consent from the student.

1. Procedure to Inspect Education Records

   Students have the right under FERPA to inspect and review their education records. A student who wishes to inspect and review his/her records should submit a written request to the registrar. The request should identify as precisely as possible the records the student wishes to inspect. If the requested records are subject to inspection and review by the student, arrangements for access will be made within a reasonable period of time but in no case more than 45 days after the request was made, and the student will be notified of the time and place where the records may be inspected. The school may require the presence of a school official during the inspection and review of a student's records.

   Certain limitations exist on a student's right to inspect and review their own education records. Those limitations include, for example, the following: (i) financial information submitted by parents; (ii) confidential letters and recommendations placed in their files prior to January 1, 1979; (iii) confidential letters and recommendations placed in their files after January 1, 1979, if the student has waived his or her right to inspect and review and that are related to the student’s admission, application for employment or job placement, or receipt of honors. In addition, the term “education record” does not include certain types of records such as, for example, records of instructional, supervisory, administrative, and certain educational personnel that are in the sole possession of the maker thereof, and are not accessible or revealed to any other individual except a substitute.

   When a record contains personally identifiable information about more than one student, the student may inspect and review only the information that relates to him/her personally.

II. Disclosure of Educational Records

South University generally will not permit disclosure of personally identifiable information from records of a student without prior written consent of the student. Personally identifiable information is disclosed (some items are mandatory, some discretionary) from the records of a student without that student’s prior written consent to the following individuals or institutions in the following circumstances:

1. To South University officials who have been determined by the school to have legitimate educational interests in the records. A school official is:

   a. a person employed by the school in an administrative, supervisory, academic or research, or support staff position; or

   b. a person employed by or under contract to the school to perform specific tasks, such as an editor, or attorney, a person on the Board of Trustees, or a student serving on an official committee or assisting another school official. Any school official who needs information about a student in the course of performing instructional, supervisory, advisory, or administrative duties for South University has a legitimate educational interest.

2. To certain officials of the United States Department of Education, the Comptroller General of the United States, the Attorney General of the United States, and state and local educational authorities in connection with state or federally supported educational programs.

3. In connection with the student's request for, or receipt of, financial aid necessary to determine the eligibility, amounts or conditions of financial aid, or to enforce the terms and conditions of the aid.

4. To organizations conducting certain studies for or on behalf of the school.

5. To accrediting commissions or state licensing or regulatory bodies to carry out their functions.

6. To parents of a dependent student, as defined in Section 152 of the Internal Revenue Code.

7. To comply with a judicial order or lawfully issued subpoena.

8. To appropriate parties in health or safety emergencies.

9. To officials of another corporate or Art Institutes school, upon request, in which a student seeks or intends to enroll.

10. To requests by or disclosures to South University generally will not permit disclosure to a student or an authorized representative of another school official. Any school official serving on an official committee or assisting another school official. Any school official who needs information about a student in the course of performing instructional, supervisory, advisory, or administrative duties for South University has a legitimate educational interest.

11. To persons in addition to the victim of a crime of violence or non-forcible sexual offense, the final results of the disciplinary proceedings conducted by the school against the alleged perpetrator of that crime or offense with respect to that crime or offense.

12. To a parent regarding the student’s violation of any federal, state, or local law or of any rules or policy of the school governing the use or possession of alcohol or a controlled substance or the school determines that a student has committed a disciplinary violation with respect to that use or possession, and the student is under 21 at the time of the disclosure to the parent.

13. Directory information (see Section IV below).

III. Record of Requests for Disclosure

Except with respect to those requests made by the student themselves, those disclosures made with the written consent of the student, or to requests by or disclosures to South University officials with legitimate educational interests and disclosures of directory information (or other exceptions described in the applicable regulations), South University will maintain a record indicating the parties who have requested or obtained personally identifiable information from a student’s education records and the legitimate interests those parties had in requesting or obtaining the information. This record may be inspected by the student.

Academic Information
IV. Directory Information

South University designates the following information as directory information. (Directory information is personally identifiable information which may be disclosed without the student’s consent):

1. Student’s name
2. Address: Local, email and website
3. Telephone number (local)
4. Date and place of birth
5. Program of study
6. Participation in officially recognized activities
7. Dates of attendance
8. Degrees and certificates awarded
9. Most recent previously attended school
10. Photograph of the student, if available
11. Enrollment status (i.e., enrolled, continuing, future enrolled student, reentry, leave of absence, etc.)
12. Dean’s List
13. President’s List

Notice of these categories and of the right of an individual in attendance at South University to request that his/her directory information be kept confidential will be given to the student annually. Students may request nondisclosure of student directory information by obtaining and completing a “Request to Not Release Directory Information” form. Forms are available in the Office of the Registrar and should be returned to the Office of the Registrar. Failure to request nondisclosure of directory information will result in routine disclosure of one or more of the above designated categories of personally identifiable directory information.

V. Correction of Educational Records

Students have the right under FERPA to ask to have records corrected which they believe are inaccurate, misleading, or in violation of their privacy rights. The following are the procedures for the correction of records:

1. A student must ask the Registrar to amend a record. As part of the request, the student should identify the part of the record they want to have changed and specify why they believe it to be inaccurate, misleading, or in violation of his/her privacy rights.
2. South University may either amend the record or decide not to amend the record. If it decides not to amend the record, it will notify the student of its decision and advise the student of the right to a hearing to challenge the information believed to be inaccurate, misleading, or in violation of his/her privacy rights.
3. Upon request, South University will arrange for a hearing and notify the student reasonably in advance of the date, place, and time of the hearing. The hearing will be conducted by an individual who does not have a direct interest in the outcome of the hearing. That individual may be an official of South University. The student shall be afforded a forum for the opportunity to present evidence relevant to the issues raised in the original request to amend the student’s education records. The student may be assisted by other people, including an attorney.

4. South University will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence, and the reasons for the decision.
5. If, as a result of the hearing, South University decides that the information is inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it will (a) amend the record accordingly; and (b) inform the student of the amendment in writing.
6. If, as a result of the hearing, South University decides that the information in the education record is not inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it shall inform the student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school.
7. If a statement is placed in the education records of a student under paragraph 6 above, South University will:
   a. maintain the statement with the contested part of the record for as long as the record is maintained; and
   b. disclose the statement whenever it discloses the portion of the record to which the statement relates.

VI. Student Right to File Complaint

A student has the right to file a complaint with the United States Department of Education concerning alleged failures by South University to comply with the requirements of FERPA. The name and address of the governmental office that administers FERPA is:

   Family Policy Compliance Office
   United States Department of Education
   400 Maryland Avenue, S.W.
   Washington, DC 20202-4605
South University courses are numbered according to the general level of instruction. Although there are exceptional cases, most courses numbered at the 1000 2000 levels are designed for freshmen and sophomore students; courses numbered at the 3000 4000 levels are intended for junior and senior students. Noncredit developmental courses are designated by a 0099 course number. Courses are assigned letters by the department major area in which they are taught and are listed in alphabetical order.

Academic offerings are subject to change at the discretion of the institution. Prerequisites can be waived with the permission of the department chair or coordinator and the instructor. Certain courses may be taken through independent study with the prior approval of the vice president or academic dean, registrar, and instructor.

South University reserves the right to cancel any scheduled class if 10 or fewer students are registered.

Accounting

ACC1001 Accounting I
Prerequisites: None
As an introduction to accounting, ACC1001 introduces the student to the basic structures, principles, and practices involved in understanding and completing the accounting cycle. Each individual step of the accounting cycle, from analyzing source documents to the final preparation of financial statements, is covered with emphasis on accounting for a sole proprietorship service business.
4 quarter hours

ACC1002 Accounting II
Prerequisites: ACC1001 with grade of C or better
This course is a continuation of Accounting I and introduces the student to a more detailed analysis of the components and preparation of the Balance Sheet, Income Statement, Statement of Retained Earnings, and Statement of Cash Flows for a corporate entity.
4 quarter hours

ACC1003 Accounting III
Prerequisites: ACC1002 with grade of C or better
This course is a continuation of Accounting I and II. The student learns to apply the knowledge gained in Accounting I and II to specialized areas of accounting such as financial statement analysis, cost accounting, and managerial accounting.
4 quarter hours

ACC2000 Cost Accounting
Prerequisites: ACC1002, MAT10099 or exemption thereof
This course is designed to explain the concepts of cost accounting, to develop a vocabulary of cost accounting terminology, and to explain and demonstrate routine principles and procedures of cost accounting. It includes application of cost accounting to manufacturing enterprises and problems concerning materials, labor, and manufacturing overhead expenses.
4 quarter hours

ACC2003 Business Taxation
Prerequisites: ACC1001
This course introduces the student to many of the common tax issues that normally confront small businesses. Some of the issues addressed include income, employment, sales, and property taxes considerations.
4 quarter hours

ACC2010 Automated Accounting Systems and Processes I
Prerequisites: ACC1002 and ITS1000
This course explores how to implement and use automated accounting systems. Topics may include setting up a chart of accounts, journalizing business transactions for sales and expenses, creating receivables and payables schedules, and producing financial statements for small and medium size businesses.
4 quarter hours

ACC2015 Automated Accounting Systems and Processes II
Prerequisites: ACC2010
This course continues the exploration of how to implement and use automated accounting systems. Topics may include transferring information from different software packages into the accounting system, payroll, inventories, cash budgeting, and financial ratios.
4 quarter hours

ACC3010 Accounting Information Systems
Prerequisites: ACC1003
This course provides students with an integrated view of business processes/cycles, information processes, and accounting procedures. Topics may include how business and information processes implement business strategy, with internal controls embedded to mitigate different types of risk. Emphasis is placed on linkages between financial and managerial accounting techniques and business processes.
4 quarter hours

ACC3020 Intermediate Financial Accounting I
Prerequisites: ACC1002
This course explores Generally Accepted Accounting Principles (GAAP) associated with preparing and reporting a corporation's balance sheet, income statement, and statement of cash flows. Topics may include the regulatory environment surrounding financial accounting, measurement and reporting of balance sheet assets, and fundamental revenue and expense recognition principles.
4 quarter hours

ACC3025 Intermediate Financial Accounting II
Prerequisites: ACC3020
This course continues the exploration of Generally Accepted Accounting Principles (GAAP) associated with preparing and reporting a corporation's balance sheet, income statement, and statement of cash flows. Topics may include the measurement and reporting of balance sheet liabilities and equity, more advanced revenue and expense recognition situations, and accounting corrections and changes.
4 quarter hours

ACC3028 Intermediate Financial Accounting III
Prerequisites: ACC3025
This course continues the exploration of Generally Accepted Accounting Principles (GAAP) associated with complex financial transactions that are fundamental to modern corporations. Topics may include asset and/or utility acquisition through leases, accounting for employee pensions and postretirement benefits, accounting for federal income taxes, and financial instruments. Students may also prepare more sophisticated financial statements to report the effect of complex financial transactions.
4 quarter hours

ACC3040 Cost Accounting
Prerequisites: ACC3010 I
This course explores cost accumulation and budgeting systems applicable to manufacturing, service, and informational organizations. Students relate cost accounting information to management planning and decision-making activities. Topics may include job order, process, and activity based costing systems.
4 quarter hours

ACC3045 Intermediate Cost Management
Prerequisites: ACC3040, and BUS4101
This course continues the exploration of cost management techniques and approaches used in manufacturing, service, and information organizations. Topics may include performance measurement and reporting systems, total quality management (TQM), cost allocations, decision support for managerial decision making, theory of constraints, and economic value added.
4 quarter hours

ACC4010 Federal Taxation I
Prerequisites: ACC3025
This course explores the U.S. Internal Revenue Code applicable to individual income taxes. Topics may include taxable income, deductions, exemptions, property transactions, filings, and individual tax planning.
4 quarter hours

ACC4020 Federal Taxation II
Prerequisites: ACC4010
This course explores the U.S. Internal Revenue Code applicable to corporate income taxes. Topics may include taxable income, expenses, equity transactions, filings, and corporate tax planning.
4 quarter hours

ACC4035 Governmental and Not-for-profit Accounting
Prerequisites: ACC3025
This course explores accounting principles applicable to governmental (state and local), health care, educational, and other not-for-profit organizations. Topics may include the regulatory environment (which includes standard setting bodies such as the Governmental Accounting Standards Board [GASB]), fund accounting, reporting requirements, financial management, and budgets.
4 quarter hours

ACC4050 Internal Auditing and Assurance
Prerequisites: ACC3025 and MAT2086
This course emphasizes fundamental assurance theories, concepts, and techniques associated with internal auditing. Topics may
Description of Courses
include the regulatory environment applicable to internal auditing, risk assessment, internal controls, evidential matter, audit reporting, and fraud. 4 quarter hours

ACCA0450 Internal Auditing and Assurance Prerequisites: ACC3205 and MAT2058
This course emphasizes fundamental assurance theories, concepts, and techniques associated with internal auditing. Topics may include the regulatory environment applicable to internal auditing, risk assessment, internal controls, evidential matter, audit reporting, and fraud. 4 quarter hours

Allied Health Science

AHS1001 Medical Terminology Prerequisite: ENG0099.
This course presents a study of basic medical terminology. Prefixes, suffixes, combining forms, plural forms, abbreviations, and symbols are included in the content. Emphasis is placed on spelling, definition, usage, and pronunciation. This course is designed for health profession students who require study in the fundamentals of medical terminology as part of their professional curriculum. 4 quarter hours

AHS2005 Clinical Competencies I Prerequisite: BIO1015 or concurrent Clinical Competencies I is designed to furnish the medical assisting student with the theory, rationale and technical application of the medical assisting profession. Theoretical and practical applications are presented, demonstrated and practiced by the student to prepare for professional practice. Areas studied include obtaining a health history, proper documentation, and assisting the physician with vital signs, ECG and routine and specialty examinations. Medical asepsis and correct hand washing techniques are emphasized. Students are required to obtain Standard First Aid Certification and Healthcare Provider CPR Certification to meet the objectives of this course. 4 quarter hours

AHS2006 Clinical Competencies II Prerequisite: BIO1015 or concurrent Clinical Competencies II is designed to furnish the medical assisting student with the theory, rationale and technical application of the medical assisting profession. Theoretical and practical applications are presented, demonstrated and practiced by the student to prepare for professional practice in the areas of microbiology, specimen collection, sterile techniques and pharmacology. Course content includes specimens collection for microbiological testing, sterilization techniques, use of the autoclave; surgical asepsis, sterile gloving and dressing changes. Pharmacological principles include oral and parenteral administration. 4 quarter hours

AHS2007 Clinical Laboratory Competencies Prerequisite: BIO1015 or concurrent
Clinical Laboratory Competencies is designed to furnish the medical assisting student with the theory, rationale and technical applications of the medical assisting profession. Theoretical and practical applications are presented, demonstrated and practiced by the student in the areas of hematology and clinical chemistry. Hematological screening and diagnostic procedures include aseptic blood collection (both venous and capillary), and other CLIA waived tests. Also included is the chemical and microscopic preparation of urine specimens. Practical procedures include venipuncture techniques, the use of a microscope, the operation of the centrifuge and instrumentation for CLIA waived tests. 4 quarter hours

AHS2087 Medical Office Procedures Prerequisites: AHS1001, BIO1015, ITS1000 or BUS1021 or BUS2021
This course is designed to furnish the Medical Assisting student with basic knowledge of administrative medical office management. Techniques, methods, and procedures covered include patient reception, record management, billing, scheduling, and human resource management. Medical law, ethics, and bioethics in the ambulatory health care setting are also the focus of this course. 4 quarter hours

AHS2090 Medical Insurance and Coding Prerequisites: AHS1001, BIO1015
Medical Insurance and Coding is an introduction to medical insurance and diagnostic and procedural coding. The course is designed to provide an overview of the various types of medical insurance, diagnosis related groups, alternative delivery systems, resource based relative value scales, and diagnostic and procedural coding. 4 quarter hours

AHS2092 Computers in the Medical Office Prerequisites: AHS 1001, BIO1015, ITS1000 or BUS1021 or BUS2021
This course provides allied health students with the opportunity to use computers in basic accounting and the application of medical administrative software. Students become familiar with basic accounting concepts and terms, including assets, liabilities, and equity. They learn how to use universal accounting tools such as the general journal, general ledger, and trial balance to develop acceptable accounting practices. Through the use of current medical administrative software, students will learn to input patient information, schedule appointments, record payment transactions, submit electronic claims, and print financial and practice management reports. 4 quarter hours

AHS2099 Medical Assisting Externship Prerequisites: Must have completed all required major curriculum courses with a grade of C or better; have a cumulative 2.0 GPA; have a physical exam within 30 days prior to the beginning of the class (verifying that the student is free of any communicable diseases); and have proof of current first aid and CPR certification from the American Red Cross or American Heart Association.

During this 200 hour, unpaid externship, students have the opportunity to validate their competencies to the employing medical community through supervised externship experience in both administrative and clinical skills. This course should be taken the last quarter a student is enrolled.

Anesthesiology

ANS5001, 5002, 5003, 5004, 5005
Clinical Anesthesia

Summer, fall, winter, spring, summer quarter. Foundations of the clinical practice of anesthesia gained through one-on-one supervised instruction in the operating rooms and ancillary anesthetizing locations. Credit varies each quarter, escalating throughout the year as expectations and responsibilities increase with increasing knowledge base. ANS5001 1 quarter hour; ANS5002 4 quarter hours; ANS5003 3 quarter hours; ANS5004 4 quarter hours; ANS5005 6 quarter hours

ANS5020 Medical Terminology

Summer Quarter. This is a pass/fail (satisfactory/unsatisfactory) self paced, self-study course in which the students will complete a programmed learning text and take a final exam at the completion of the text. Includes: word formulation, association to body systems, standard abbreviations, and various surgical procedures. 1 quarter hour

ANS5021 Clinical Anesthesia Seminar

This pass/fail course affords students the opportunity to ask an expert clinician about routine and unusual events that they observe in their own clinical experience as well as theoretical clinical scenarios, which students will analyze and discuss. 1 quarter hour

ANS5040 Introduction to Cardiovascular Anatomy and Physiology

Summer Quarter. Introductory and supplemental coverage of the basic science courses in anatomy and physiology with emphasis on anatomy and physiology of the heart and great vessels as they pertain to the practice of anesthesia. 1 quarter hour

ANS5060 Introduction to Pulmonary Anatomy and Physiology

Summer Quarter. Introductory and supplemental coverage of the basic science courses in anatomy and physiology. Basic pulmonary physiology includes: ventilation, lung volumes, gas exchange, mechanics of breathing, and pulmonary function testing. 1 quarter hour

ANS5081, 5082 Principles of Airway Management

Summer, Fall. This course will provide an opportunity to learn basic airway management tech-
niques including bag/mask ventilation, simple oral and nasal intubation techniques, oral and nasal airways, application of laryngeal mask airway and the Comitube, lightwands, placement of double lumen tubes, and complications of endotracheal intubation. Basic airway management equipment will be introduced and applied to airway management using teaching aids. ANS 5081 2 quarter hours; ANS 5082 1 quarter hour

ANS5100 Physics of Anesthesia
Summer Quarter. Basic physical principles and processes applied to the clinical practice of anesthesia. Includes dimensional analysis; work, energy, and power; gas laws; fluid mechanics; heat transfer; vaporization; solubility; diffusion and osmosis; fires and explosions; laser and x-ray radiation; as well as principles of electrical circuit theory used to model anesthesia equipment performance. Systems and time constants. 2 quarter hours

ANS5120 Introduction to Anesthesia Delivery Systems and Equipment
Summer Quarter. Introduction to the anesthesia delivery system including gas distribution systems, anesthesia machines, breathing circuits, anesthesia ventilators, scavenging waste gases and monitoring pollution, risk management, along with critical incidents in anesthesia, and resuscitation equipment. 2 quarter hours

ANS5140 Preanesthetic Evaluation
Summer Quarter. Techniques for examining patients in the process of the preoperative patient. Evaluation, gathering data by patient interviews and chart reviews, including basic ECG interpretation. Includes recording of relevant laboratory data as well as the summarization of preoperative consultations and special studies. 3 quarter hours

ANS5160 Introduction to Clinical Anesthesia
Summer Quarter. Includes history of anesthesia, hazards, precautions and personal protection, universal precautions and infection control, approaching the patient, the preoperative period, vascular access, obtaining arterial blood samples, types of anesthesia, the anesthesia care team, application of ASA basic monitoring principles, and applied to airway management using teaching aids. ANS 5081 1 quarter hour; ANS 5082 1 quarter hour; ANS5181 1 quarter hour; ANS5182 1 quarter hour; ANS5183 1 quarter hour; ANS5184 1 quarter hour

ANS5201, 5202 Cardiovascular Physiology for Anesthesia Practice
Fall, winter quarters. Review of hemodynamics, cardiopulmonary transport and exchange, Starling forces, vascular smooth muscle, control of blood vessels, venous return, control of cardiac output, coordinated cardiovascular and pulmonary responses, and maternal and fetal circulations. Also includes crystalloids and colloids IV fluid therapy, administration of blood products and the management of colloid oncotic pressures. ANS5201 2 quarter hours; ANS5202 3 quarter hours

ANS5221, 5222 Principles of Instrumentation and Patient Monitoring
Fall, winter quarters. Covers the fundamental principles of measurement, the principles, application and interpretation of various monitoring modalities including: ECG, invasive and noninvasive blood pressure, oximetry, cardiac output, respiratory gas analysis as well as monitoring respiration. Also includes intraoperative neurophysiology monitoring, temperature, renal function, coagulation/hemostasis, and neumuscular junction. ANS5221 1 quarter hours; ANS5222 2 quarter hours

ANS5301, 5302 Pulmonary Physiology for Anesthesia Practice
Winter, spring quarters. Functional anatomy of the respiratory tract, respiratory resistance, control of breathing, mechanisms and work of breathing, hypoxemia and hypercarbia, respiratory function in pregnancy, neonates and children, respiratory during natural sleep, hypoxia and anemia, hyperoxia and oxygen toxicity, effects of smoking, acute lung injury, lung transplantation, and artificial ventilation. ANS5301 3 quarter hours; ANS5302 2 quarter hours

ANS5341, 5342 Anesthesia Principles and Practice
Spring, Summer Quarters. Principles involved in the formulation of anesthetic plans based upon data obtained during the preoperative evaluation. Includes the formulation of different anesthetic plans and techniques as related to specific surgical procedures and pathophysiology. ANS5341 4 quarter hours; ANS5342 4 quarter hours

ANS5400 Renal Physiology for Anesthesia Practice
Spring Quarter. Basic renal processes, excretion of organic molecules, control of sodium and water excretion, regulation of extracellular volume and osmolality, renal hemodynamics, and regulation of potassium and acid-base balance. 1 quarter hour

ANS5421, 5422 Pharmacology in Anesthesia Practice I, II
Spring and Summer Quarters. Emphasizes drugs specifically related to the practice of anesthesia: inhaled anesthetics, opioids, barbiturates, benzodiazepines, anticholinesterases and anticholinergics, neuromuscular blockers, adrenergic agonists and antagonists, nonsteroidal anti-inflammatory drugs, anti-dysrhythmics, calcium channel blockers, diuretics, anticoagulants, anti-infectives, and antimicrobials. The first semester is an adjunct to the standard pharmacology course PASS5028. ANS5421 2 quarter hours; ANS5422 2 quarter hours

ANS5500 Advanced Anesthesia Delivery Systems and Mechanical Ventilation
Summer Quarter. Examination of newest generation of anesthesia delivery systems and comparisons among manufacturers, investigation of catastrophic failure modes, troubleshoot and resolving problems during anesthesia delivery, and investigation of advanced concepts of mechanical ventilation. 2 quarter hours

ANS5520 Advanced Airway Management
Summer Quarter. Covers recognition of the difficult airway, techniques to manage the difficult pediatric and adult airway, the ASA Difficult Airway Algorithm, physiologic response to intubation, fiber optic techniques, retrograde techniques, and the surgical airway. 2 quarter hours

ANS5540 Advanced Concepts in Patient Monitoring
Summer Quarter. Covers advanced concepts of arterial pressure monitoring, ICP monitoring, transesophageal echocardiography, electrocardiography, electrocardiography, and radiation safety, and the hazards and complications of monitoring patients during anesthesia. 2 quarter hours

ANS5590 Anatomy
Fall Quarter. Gross anatomy and histology of human body systems. Anatomical terms, structures, and relationships emphasizing functional significance in problem solving situations. Laboratory provides demonstrations using models and other learning modalities. 4 quarter hours

ANS5602, 5601 Physiology
Fall and Winter Quarters. Systems approach to normal function of the human body, includ-
Description of Courses

ing relevant information on anatomy. Weekly problem solving sessions, regular laboratory exercises and clinical application to systemic disorders. ANS5921 4 quarter hours; ANS5922 2 quarter hours

ANS5995 Individual Tutorial
Permits first year students to study a particular problem or area of emphasis in anesthesiology, with more breadth or greater depth than covered in the normal curriculum, under the direction of a faculty member. Variable credit

ANS5996 Individual Directed Study
Each semester. Permits first year students to study a particular problem or area of emphasis in anesthesiology that is not covered in the program curriculum, under the direction of a faculty member. Variable credit

ANS5998 Remedial Studies
Each semester. Permits first year students to enroll for review, under the direction of a faculty member, an area of emphasis in anesthesiology for which the student is having difficulty. Variable credit

ANS6001, 6002, 6003, 6004
Clinical Anesthesia
Fall, Winter, Spring, Summer Quarters. This course encompasses the student’s clinical experience in required rotations through all anesthesia subspecialty areas in the senior year. Clinical practice of anesthesia gained through one-on-one supervised instruction and ancillary anesthetizing locations. ANS6001 16 quarter hours; ANS6002 14 quarter hours; ANS6003 14 quarter hours; ANS6004 16 quarter hours

ANS6021, 6022, 6023, 6024 Senior Seminar
Fall, Winter, Spring, Summer Quarters. Incluces student case presentations, student presentations of selected readings reviewing hazards and complications in anesthesiology, and student presentations from current anesthesiology literature. ANS6021 1 quarter hour; ANS6022 1 quarter hour; ANS6023 1 quarter hour; ANS6024 1 quarter hour

ANS6041, 6042, 6043, 6044
Anesthesia Review
Fall, Winter, Spring, Summer Quarters. Students are required to read specific chapters in a nationally recognized authoritative textbook during senior clinical rotations on anesthesiology and be tested on the contents of these chapters monthly. ANS6041 1 quarter hour; ANS6042 1 quarter hour; ANS6043 1 quarter hour; ANS6044 1 quarter hour

ANS6995 Individual Clinical Practicum
Each semester. Permits students to enroll for review and participation in, a subspecialty area of clinical anesthesia. Variable credit

ANS6996 Individual Directed Study
Each semester. Permits senior students to study a particular problem or area of emphasis in anesthesiology that is not covered in the program curriculum, under the direction of a faculty member. Variable credit

Biology

BIO1011 Anatomy and Physiology I
Prerequisites: MAT0099 and ENG0099 or exemption thereof, AHS1001 Co-requisite: BIO1012
This course is an introduction to the structures and functions of the human body, including the characteristics of life, homeostasis, organizational levels, basic metabolism, the cell, tissues, organs, organ systems, the organism, integumentary system, skeletal system, muscular system, nervous system, and special senses. 4 quarter hours

BIO1012 Anatomy and Physiology I Lab
Prerequisite: AHS1001
In this course students perform laboratory exercises, demonstrations, experiments, and tests that correlate with the lecture material of BIO1011. BIO1012 must be taken concurrently with BIO1011. 2 quarter hours

BIO1013 Anatomy and Physiology II
Prerequisites: AHS1001, BIO1011, and BIO1012 with grades of C or better Co-requisite: BIO1014
Anatomy and Physiology II is a continuation of BIO1011. It includes the endocrine system, digestive system, respiratory system, blood, cardiovascular system, lymphatic and immune systems, urinary system, fluids and electrolytes, reproductive systems, pregnancy, and growth and development. 4 quarter hours

BIO1014 Anatomy and Physiology II Lab
Prerequisites: BIO1011 and BIO1012 with grades of C or better
In this course students perform laboratory exercises, demonstrations, dissections, and tests that correlate with the lecture material of BIO1013. BIO1014 must be taken concurrently with BIO1013. 2 quarter hours

BIO1015 Pathophysiology
Prerequisites: BIO1013 and BIO1014 with grades of C or better.
Pathophysiology is an introductory study of disease processes in humans. Disease signs, symptoms, complications, as well as physical, clinical and laboratory findings are reviewed by body system. Treatment, medication, prognosis and precautions for health care providers are also presented. 4 quarter hours

BIO1020 Biology I
Prerequisites: MAT0099 Co or prerequisite: ENG1001
This is the first of a two-course sequence in biology. This course introduces biology, scientific methods, biological chemistry, and energy for life. This course also exposes students to the organization of humans and plants, basic genetics, and evolutionary concepts. In addition, the student will complete writing assignments that serve to introduce scientific literature. 4 quarter hours

BIO1021 Biology II
Prerequisite: BIO1020 with a grade of C or better Co or pre requisite: ENG1001
Biology II is the second course in a twocourse sequence in biology. This course continues the study of human biology with the role of endocrine and nervous systems in homeostatic regulation. Other topics covered are human reproduction, development, evolution, and advanced genetics. Ecological concepts are also discussed. The student will complete writing assignments that serve to increase knowledge of the scientific literature. 4 quarter hours

BUS2070 Microbiology
Prerequisites: CHM1010, BIO1013 and BIO1014 with grades of C or better Co-requisite: BIO2071
Microbiology introduces the student to microorganisms, with particular emphasis placed on their role in health, wellness and disease. Economic, social, and cultural issues related to utilization control and research of the monera, protista and viruses are also considered. 4 quarter hours

BUS2071 Microbiology Lab
Prerequisites: CHM1010, BIO1013 and BIO1014 with grades of C or better Co-requisite: BIO2070
In this course, students perform laboratory exercises, demonstrations, experiments and tests that correlate with the lecture material of BIO2070. This course must be taken concurrently with BIO2070. 2 quarter hours

BUS3340 Principles of Genetics
Prerequisites: BIO1013 and BIO1014 with grades of C or better.
This class provides an introduction to classic Mendelian genetics, current applications of genetic techniques, and exploration of the human genome project and its implications, along with the genetic components of immunology and cancer. 2 quarter hours

Business

BUS1038 Business Law I
Prerequisites: None Business Law I is a survey of the development of American law and procedure covering information, operation, completion of contracts, torts, constitutional law, criminal law, environmental law and more. This course also includes a study of some Uniform Commercial Code concepts. Both the text and case study methods may be utilized. 4 quarter hours

BUS1101 Introduction to Business
Prerequisites: None
An introduction to business functions and their opportunities. Students will also be given an orientation to resources available to them through a variety of sources, including the University. 4 quarter hours
Making within the organization. Emphasis is application of critical thinking and decision making. It is designed to provide students with a sound conceptual understanding of the role that quantitative analysis plays in the decision making process. It emphasizes the application of a variety of quantitative techniques to the solution of business and economic problems. The purpose of the course is to help students become users of statistics to effectively evaluate statistical information in making decisions. 4 quarter hours

BUS4098 Business Simulation (Capstone Course) Prerequisites: Sr. Standing, Completed all core courses with a grade of "C" or better In this course, students act as managers of a firm operating in a simulated industry. They are responsible for developing a strategic plan, creating execution plans, monitoring results and modifying execution plans to achieve success in competition with others in the simulated industry. Additionally, students will review business concepts for all areas of the business curriculum and demonstrate proficiency in key competencies required of effective business managers and leaders through the Educational Testing Service (ETS) Major Field Test in Business. 4 quarter hours

BUS4099 Business Externship Prerequisite: Senior Standing This course consists of 120 hours of observation and experience on a job in the student’s area of concentration. The externship site will be mutually determined by the University, the student, and the host organization. Students must apply to the Bachelor of Business Administration department chairman or program director at the beginning of the quarter prior to the externship and are responsible for arranging their personal schedules to meet the course requirements. The application shall include a proposal for the externship that outlines the educational and experiential objectives of the externship, any agreed host organization, a tentative schedule of extern hours, and a bibliography of readings pertinent to the proposed educational objectives. Course objectives will be established with the department chairman and host supervisor prior to the beginning of the externship. The student will be required to keep a diary of activities and observations, complete an externship report, have the host supervisor complete a performance appraisal, and satisfactorily pass a written and/or oral final examination that will cover the course objectives. This course is available at the Savannah campus only. 4 quarter hours

BUS4101 Quality Management Prerequisites: ITS1101, MAT2058 This course will introduce students to the philosophy and techniques of total quality management applied to business, governmental, and not-for-profit organizations. Students will explore the fundamentals of quality management with emphasis on the best practices of high performing organizations as measured by assessment tools such as the Malcolm Baldrige Award. Students will learn the proper application and use of techniques such as Statistical Process control, Six Sigma, and process management. 4 quarter hours

Chemistry

CHM1010 General Chemistry Prerequisites: MAT0999 and math elective CHM1010 is a survey course of general chemistry, organic chemistry and biochemistry. Fundamental concepts and principles will be presented including atomic theory, bonding, nomenclature, solutions, acids and bases, and an introduction to organic chemistry and biochemistry. Emphasis will be placed on the application of these topics in various health fields. This overview provides the healthcare worker the ability to appreciate physiological and therapeutic processes at the molecular level. The course will also explore the role of chemistry in society today by applying a problem solving approach to understanding chemistry. 4 quarter hours

Construction Management

CON3010 Construction Materials, Methods, and Equipment Prerequisites: None This course provides students with an analysis of the equipment, materials, methods, processes, and sequences used in vertical (building) and horizontal (heavy) construction. Topics may include materials integration, methods of construction, and constructional detailing related to both vertical construction and horizontal construction. 4 quarter hours

CON3020 Construction Design Communications Prerequisites: CON3010 This course introduces students to the design process, tools, methods, and techniques used for graphic communication and interpretation of a variety of construction project drawings and documents. Drawings and documents may include architectural, civil engineering, mechanical, electrical, and other related examples. 4 quarter hours

CON4010 Essentials of Construction Cost Estimation Prerequisites: CON3010, CON3020 This course provides an overview of approximate and precise methods for estimating the costs of construction projects. Topics may include preliminary estimating, material quantity surveying techniques, pricing and bidding of construction works, use of costprice databases, and computer applications. 4 quarter hours

CON4015 Construction Project Planning and Scheduling Prerequisites: CON3010, CON4010 This course explores construction project planning and scheduling, including the application of these concepts. Topics may include linear and network techniques, project control communications, and computer applications for scheduling, resource allocation, and time/cost analysis. 4 quarter hours
Description of Courses

CON4020 Construction Project Management
Prerequisites: CON3010
This course explores construction project management, with an extensive discussion and application of project design organization, estimating, pricing, bidding, contracting and subcontracting, and resource utilization. Topics may include quality control and safety, project controls, construction bonds and insurance, and the documentation and management of project information. 4 quarter hours

CON4025 Construction Law, Contracts, and Safety
Prerequisites: CON4020
This course introduces the contract and tort issues in U.S. law and their application in the construction industry, including construction contracting, construction contracts, project delivery systems, roles and responsibilities of construction project parties, risk management, labor and employment issues, subcontract management, legal research, reasoning, and dispute resolution methods. The course also serves as an orientation to occupational safety and health for construction workers as covered by OSHA 29 CFR 1926 and required by the Department of Labor’s 10-hour OSHA construction safety and health certification. Topics may include an introduction to OSHA, general health and safety provisions, electrical, fall protection, personal protective and lifesaving equipment, materials handling, storage, use and disposal, hand and power tools, and scaffolds. 4 quarter hours

Counseling

CNS6000 Counseling Theory
The basic theory, principles, and techniques of counseling and its application to professional counseling settings are explained. Also considered are the various theories of counseling and issues (e.g., counselor self-evaluation (moral), ethical, and legal) in the practice of professional counseling. 4 quarter hours

CNS6002 Counseling Theory
The basic theory, principles, and techniques of counseling and its application to professional counseling settings are explained. Also considered are the various theories of counseling and issues (e.g., counselor self-evaluation (moral), ethical, and legal) in the practice of professional counseling. 4 quarter hours

CNS6004 Diagnostics of Psychopathology (DSMIVTR)
Prerequisite: CNS6009 or Program Director Permission
This course provides advanced training in the assessment and diagnosis of more serious mental illnesses as depicted in the standard diagnostic nomenclature of the DSMIVTR or any subsequent revisions/editions. The focus is on description, etiology, and understanding of major diagnostic categories in order to utilize the Axis I through Axis V diagnostic dimensions. Upon completion of this course, the student will have an understanding of the techniques practitioners use in the diagnosis of psychopathology. 4 quarter hours

CNS6009 Psychopathology
An introduction to the study of abnormal behaviors in children, adolescents, and adults is provided. Etiology, definition, prevalence rate, and morbidity of disorders in the DSMIVTR are reviewed. Introduction to the science and art of clinical assessment as the foundation of practice in mental health settings and the use of assessment techniques in a professional and ethical manner is reviewed. In part, adjustment disorders and V codes will be studied. Students will primarily concentrate on serious mental disorders in the context of normal lifecycle transitions. The course also reviews various methods of treatment related to the disorders covered. 4 quarter hours

CNS6010 Psychopathology
An introduction to the study of abnormal behaviors in children, adolescents, and adults is provided. Etiology, definition, prevalence rate, and morbidity of disorders in the DSMIVTR are reviewed. Introduction to the science and art of clinical assessment as the foundation of practice in mental health settings and the use of assessment techniques in a professional and ethical manner is reviewed. In part, adjustment disorders and V codes will be studied. Students will primarily concentrate on serious mental disorders in the context of normal lifecycle transitions. The course also reviews various methods of treatment related to the disorders covered. 4 quarter hours

CNS6012 Diagnostics for Psychopathology (DSMIVTR)
Prerequisite: CNS6010 or Program Director Permission
This course provides advanced training in the assessment and diagnosis of more serious mental illnesses as depicted in the standard diagnostic nomenclature of the DSMIVTR or any subsequent revisions/editions. The focus is on description, etiology, and understanding of major diagnostic categories in order to utilize the Axis I through Axis V diagnostic dimensions. Upon completion of this course, the student will have an understanding of the techniques practitioners use in the diagnosis of psychopathology. 4 quarter hours

CNS6025 Human Growth and Development
This course includes studies that provide a broad understanding of the nature and needs of individuals at all levels of development: normal and abnormal behavior; personality theory; lifespan theory; and learning theory within cultural contexts. Appropriate strategies for facilitating development over the lifespan are also integrated into the course. 4 quarter hours

CNS6027 Human Growth and Development
This course includes studies that provide a broad understanding of the nature and needs of individuals at all levels of development: normal and abnormal behavior; personality theory; lifespan theory; and learning theory within cultural contexts. Appropriate strategies for facilitating development over the lifespan are also integrated into the course. 4.5 quarter hours

CNS6104 Counseling Skills
A fundamental study of the helping relationship is provided. The course provides a broad understanding of philosophical bases of helping processes: counseling theories and their application: basic and advanced helping skills; consultation theories and their application: client and helper self-understanding and self-development; and facilitation of client change. 4 quarter hours

CNS6105 Advanced Counseling Skills and Treatment Approaches
Prerequisite: CNS6004 (or 6012), 6220, 6511 (or 6513) or Program Director Permission
An advanced study of the helping relationship is provided. Evaluation and treatment methods associated with mental health issues such as sexual abuse, eating disorders, divorce, domestic violence, and depression will be discussed. The course will also focus on community intervention (e.g., inpatient, outpatient, partial, aftercare), the application of treatment modalities (initiation, maintenance, termination), and crisis intervention. 4 quarter hours

CNS6220 Personology Theories and Individual Counseling
Prerequisite: CNS6000 (or 6002), 6104, 6300 (or 6301) or Program Director Permission
The major goal of this course is to develop the students’ broad based understanding of working with the individual in a therapeutic setting. Students will examine theories and explanations of the development of normal and abnormal personalities. There is some focus on the treatment of personalities and basic coverage of personality theories in the psychodynamic, humanistic, behavioral, and learning models. This course challenges the professional counselor to understand what is effective and professional in the counseling milieu. 4 quarter hours

CNS6300 Professional and Ethical Issues
A careful review of issues exposes students to a broad understanding of professional roles and functions, professional goals and objectives, and professional organizations and associations. The course also examines ethical and legal standards, risk management, professional credentialing, and standards for professional counselors and/or marriage and family therapists. Additional topics include a historical overview, public policy processes, and advocacy. 4 quarter hours

CNS6301 Professional and Ethical Issues
A careful review of issues exposes students to a broad understanding of professional roles and functions, professional goals and objectives, and professional organizations and associations. The course also examines ethical and legal standards, risk management, professional credentialing, and standards for professional counselors and/or marriage and family therapists. Additional topics include a historical overview, public policy processes, and advocacy. 4 quarter hours
CNS6305 Professional & Ethical Issues II
Prerequisite: CNS6300 (or 6301)
An in depth review of the multifaceted aspects (historical, philosophical, societal, cultural, economic, political), professional identity (e.g., roles, functions), and practice issues (e.g., managed care, reimbursement, expert witness status) specific to the specialty of mental health counselors. The course also introduces an advanced examination of ethical and legal standards (ACA and AMHCA Code of Ethics) according to the foundations of Mental Health Counseling. 4 quarter hours

CNS6420 Community Mental Health
Prerequisite: CNS6004 (or 6012), 6220, 6511 (or 6513) or Program Director Permission
An examination is conducted of the community mental health system. This course offers ideas for areas of improvement and informs students about the use of the system. The areas for discussion are: regional hospitals, community mental health centers, hospice, social security, and the Department of Family and Children’s services. 4 quarter hours

CNS6440 Counseling Diverse Populations
The major goal of this course is to present a broad scope of practice for clients over the life span. Issues pertaining to treatment of a variety of populations such as children, adolescents, adults, and the elderly will be addressed. The course will provide students with a basic understanding of the laws and rules for treating certain age specific populations. 4 quarter hours

CNS6505 Group Counseling
Prerequisite: CNS6004, 6220, 6511 or Program Director Permission
A broad understanding of group development, dynamics, and counseling theories is explored. Group leadership styles are discussed in addition to basic and advanced group counseling methods and skills. Different approaches to conducting group counseling are reviewed in addition to the appropriate counselor self-evaluation (e.g., moral), ethical, and legal considerations in the field of professional counseling. 4 quarter hours

CNS6507 Group Counseling
Prerequisite: CNS6012, 6220, 6513 or Program Director Permission
A broad understanding of group development, dynamics, and counseling theories is explored. Group leadership styles are discussed in addition to basic and advanced group counseling methods and skills. Different approaches to conducting group counseling are reviewed in addition to the appropriate counselor self-evaluation (e.g., moral), ethical, and legal considerations in the field of professional counseling. 4.5 quarter hours

CNS6511 Social and Cultural Foundations
This course includes studies of multicultural and pluralistic trends including characteristics and concerns of diverse groups; attitudes and behavior based on factors such as age, race, religious preference, physical disability, social class, sexual orientation, ethnicity and culture, family patterns, and gender. This course is meant to sensitize students to the impact of culture on the counselor’s understanding of individuals from diverse backgrounds, counselor self-evaluation (e.g., moral), ethical, and legal considerations in the context of professional counseling. 4 quarter hours

CNS6513 Social and Cultural Foundations
This course includes studies of multicultural and pluralistic trends including characteristics and concerns of diverse groups; attitudes and behavior based on factors such as age, race, religious preference, physical disability, social class, sexual orientation, ethnicity and culture, family patterns, and gender. This course is meant to sensitize students to the impact of culture on the counselor’s understanding of individuals from diverse backgrounds, counselor self-evaluation (e.g., moral), ethical, and legal considerations in the context of professional counseling. 4.5 quarter hours

CNS6521 Research and Evaluation
Prerequisite: CNS6025, 6526, or Program Director Permission
Studies that provide a basic understanding of types of research are presented: basic statistics; research report development; and research implementation. Other areas studied include program evaluation; needs assessment; publication of research information; parametric and non-parametric statistics; quantitative and qualitative research designs; the use of computers for data management and analysis; including ethical and legal considerations pertinent to the professional counselor. 4 quarter hours

CNS6523 Research and Evaluation
Prerequisite: CNS6025, 6526, or Program Director Permission
Studies that provide a basic understanding of types of research are presented: basic statistics; research report development; and research implementation. Other areas studied include program evaluation; needs assessment; publication of research information; parametric and non-parametric statistics; quantitative and qualitative research designs; the use of computers for data management and analysis; including ethical and legal considerations pertinent to the professional counselor. 4 quarter hours

CNS6525 Individual Assessment
Prerequisite: CNS6004, 6220, 6511 or Program Director Permission
A broad understanding of group and individual educational and psychometric theories, ethical, and legal approaches to appraisal is the goal of this course; also examined are data and information gathering methods; validity and reliability; psychometric statistics; factors influencing appraisals; and use of appraisal results in helping processes. Also, the specific ability to select, administer and interpret tests and inventories to assess abilities, interests, and identify career options is considered. 4 quarter hours

CNS6526 Individual Assessment
Prerequisite: CNS6012, 6220, 6513, or Program Director Permission
A broad understanding of group and individual educational and psychometric theories, ethical, and legal approaches to appraisal is the goal of this course; also examined are data and information gathering methods; validity and reliability; psychometric statistics; factors influencing appraisals; and use of appraisal results in helping processes. Also, the specific ability to select, administer and interpret tests and inventories to assess abilities, interests, and identify career options is considered. 4.5 quarter hours

CNS6528 Assessment II
Prerequisite: CNS6525 (or 6526
An understanding of biopsychosocial factors involved with the presentation of mental illness. In particular, students will learn the skills necessary for conducting intake interviews, mental status examinations, and treatment planning for mental illnesses for the purpose of assessing, diagnosing, planning treatment intervention, and making caseloads. 4 quarter hours

CNS6600 Lifestyle and Career Development
Prerequisite: CNS6025, 6525, or Program Director Permission
This course includes studies that provide an understanding of career development theories and decision-making models; occupational and educational information sources and systems; assessment instruments and techniques relevant to career planning and decision-making; career, lifestyle, and leisure counseling, guidance and education; and career development program planning, resources, and effectiveness evaluation. Students also focus on counseling techniques involving special populations, the role of technology, counselor self-evaluation (e.g., moral), ethical, and legal considerations. 4 quarter hours

CNS6602 Lifestyle and Career Development
Prerequisite: CNS6027, 6526, or Program Director Permission
This course includes studies that provide an understanding of career development theories and decision-making models; occupational and educational information sources and systems; assessment instruments and techniques relevant to career planning and decision-making; career, lifestyle, and leisure counseling, guidance and education; and career development program planning, resources, and effectiveness evaluation. Students also focus on counseling techniques involving special populations, the role of technology, counselor self-evaluation (e.g., moral), ethical, and legal considerations. 4.5 quarter hours

CNS6700 Couples and Family Therapy
Prerequisite: CNS6004 (or 6012), 6220, 6511 (or 6513), or Program Director Permission
A broad theoretical and practical foundation for counseling couples and families is emphasized. It provides a survey of current approach-
Description of Courses

CNS6750 Management, Consultation, & Advocacy
Prerequisite: CNS6420 or Program Director Permission
A study of mental health services and program management involving administration, finance, and budgeting in the private and public sectors, in addition to both individual and group private practice models. Students will be exposed to the foundations and practices of clinical supervision in the context of professional development. The course will also provide knowledge concerning community consultation and strategies for engaging in advocacy for the profession, including public policy and governmental relations. 4 quarter hours

CNS6800 Human Sexuality
Prerequisite: CNS6000 (or 6002), 6009 (or 6010), or Program Director Permission
This course is designed for the counseling professional whose work will bring them in contact with client issues associated with human sexuality. Students will develop their knowledge base in human sexuality, increase understanding of the varied sexuality issues that may be brought up in a counseling session, learn appropriate assessment and intervention skills when working with clients experiencing problems with their sexuality, and increase awareness of their own beliefs and perceptions related to sexuality issues. The goal of this course is to assist students in becoming more effective in identifying, assessing and intervening with human sexuality in the counseling field. 4 quarter hours

CNS6850 Psychopharmacology
Prerequisite: CNS6004 (or 6012) or Program Director Permission
The course is designed to expose students to the taxonomy, side effects, and contraindications of commonly prescribed psychopharmacological medications. It is intended that students will gain an understanding of the contributions of medication regarding mental illness and an awareness of the collaborative relationship with medical personnel in the field of mental health counseling. 4 quarter hours

CNS6900 Substance Abuse Counseling
Prerequisite: CNS6000 (or 6002), 6009 (or 6010), or Program Director Permission
This course addresses the fundamental programs associated with Substance Abuse that address a variety of populations. The 12 Step Programs for both Alcohol and Substances will be reviewed in length. Individuals will learn the evaluation tools for substance abuse, trends in substance use and abuse, and effective treatment strategies with their populations. 4 quarter hours

CNS7000 Practicum (100 hours minimum)
Prerequisite: All 6000 level courses (except CNS6600 (or 6602) Lifestyle and Career Development & CNS6521 (or 6523) Research and Evaluation)
In this initial, supervised field placement experience, the student is required to spend a minimum of 10 hours per week at the field placement site and to have a minimum of 40 direct contact (counseling) hours with clients, receive 10 hours of individual supervision, and receive 15 hours of group supervision during the academic term. During the practicum, the student will apply knowledge and skills learned throughout the curriculum in work with actual clients. 4 quarter hours

CNS7003 Practicum (150 hours)
Prerequisite: All 6000 level courses (except CNS6600 (or 6602) Lifestyle and Career Development & CNS6521 (or 6523) Research and Evaluation)
In this initial, supervised field placement experience, the student is required to spend a minimum of 15 hours per week at the field placement site and to have a minimum of 60 direct contact (counseling) hours with clients, receive 10 hours of individual supervision, and receive 15 hours of group supervision during the academic term. During the practicum, the student will apply knowledge and skills learned throughout the curriculum in work with actual clients. This course is taken by students pursuing the completion of the internship on a full-time basis. 4 quarter hours

CNS7300 Internship I (200 hours)
Prerequisite: CNS7000 or CNS7003
During this first internship experience, the student will perform most activities that a regularly employed staff member in the setting would perform and is required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct contact hours with clients (9 hours per week), receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis. 8 quarter hours

CNS7301 Internship I (300 hours)
Prerequisite: CNS7000 or CNS7003
During this internship experience, the student is expected to perform the most activities that a regularly employed staff member in the setting would perform and is required to spend a minimum of 30 hours per week at the field placement site and to have a minimum of 135 direct contact (counseling) hours with clients (14 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis. 8 quarter hours

CNS7300 Internship I (400 hours)
Prerequisite: CNS7000
During the internship experience, the student is expected to perform all activities a regularly employed staff member would perform and is required to spend a minimum of 40 hours per week at the field placement site and to have a minimum of 180 direct contact (counseling) hours with clients (18 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

CNS7400 Internship II (300 hours)
Prerequisite: CNS7300
During the internship experience, the student is expected to perform most activities that a regularly employed staff member would perform and is required to spend a minimum of 30 hours per week at the field placement site and to have a minimum of 135 direct contact (counseling) hours with clients (14 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis. 8 quarter hours

CNS7415 Internship IIA (200 hours)
Prerequisite: CNS7301
During the internship experience, the student is expected to perform most activities a regularly employed staff member would perform and is required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct contact (counseling) hours with clients (9 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis. 8 quarter hours

CNS7400 Internship II (400 hours)
Prerequisite: CNS7300
During the internship experience, the student is expected to perform all activities a regularly employed staff member would perform and is required to spend a minimum of 40 hours per week at the field placement site and to have a minimum of 180 direct contact (counseling) hours with clients (18 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

CNS7450 Internship IIA (200 hours)
Prerequisite: CNS7301
During the internship experience, the student is expected to perform the most activities that a regularly employed staff member would perform and is required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct contact (counseling) hours with clients (9 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis. 8 quarter hours

CNS7450 Internship IIB (200 hours)
Prerequisite: CNS7425
During the internship experience, the student is expected to perform most activities that a regularly employed staff member would perform and is required to spend a minimum of 20 hours per week (a total of 200 hours per academic term) at the field placement site and to have a minimum of 80 direct contact (counseling) hours per academic term with clients, receive at least 25 hours of supervision of which 10 must be individual supervision during the academic term. Weekly interaction with an average of one (1) hour of individual supervision is provided by the on site supervisor. An average of one and one half (1½) hours per week of group supervision is provided on a regular basis throughout the internship provided by a program faculty member. 4 quarter hours
hours per week at the field placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

CNS7600 Internship II (400 hours)
Prerequisite: CNS7500
During this internship experience, the student is expected to perform all activities a regularly employed staff member would perform. Students are required to spend a minimum of 40 hours per week at the field placement site and to have a minimum of 180 direct service hours (minimum of 18 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS7600 course. 4 quarter hours

CNS7625 Internship IIA (200 hours)
Prerequisite: CNS7600
During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 10 hours per week at the field placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS7600 course. 4 quarter hours

CNS7650 Internship IIB (200 hours)
Prerequisite: CNS7625
During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS7600 course. 4 quarter hours

CNS7700 Internship III (400 hours)
Prerequisite: CNS7600 or CNS7650
During this internship experience, the student is expected to continue performing all activities a regularly employed staff member would perform. Students are required to spend a minimum of 40 hours per week at the field placement site and to have a minimum of 180 direct service hours (minimum of 18 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

CNS7725 Internship IIA (200 hours)
Prerequisite: CNS7600 or CNS7650
During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS7700 course. 4 quarter hours

CNS7750 Internship IIB (200 hours)
Prerequisite: CNS7725
During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS7700 course. 4 quarter hours

CNS8001 Comprehensive Examination Review
Prerequisite: All 6000 level courses and Program Director permission
This experience is designed to serve as an intensive and formal reexamination of the knowledge and skills obtained/achieved by a student, to date, in the professional counseling program. The bodies of knowledge include Human Growth and Development, Social and Cultural Foundations, Helping Relationships, Group Work, Career and Lifestyle Development, Appraisal, Research and Program Evaluation, Professional Orientation & Ethics, Fundamentals of Counseling, Assessment and Career Counseling, Group Counseling, Programmatic and Clinical Intervention, and Professional Practice Issues. The examination is comprised of two major parts including: 1) a multiple-choice exam and, 2) Clinical Case Conceptualizations, which are administered on two consecutive days. Students must pass the failed portion(s) from the first attempt in order to advance in the program. This course is taken by students who did not successfully complete the requirements of the comprehensive examination on their first attempt and is taken on a pass/fail basis. Those desiring to take the comprehensive examination must have student status (as defined by South University) in order to enroll and sit for the exam. 1 quarter hour

Criminal Justice
CRJ1101 Introduction to Criminal Justice and Law Enforcement
This course introduces the criminal justice system and contemporary policing in the United States. 4 quarter hours

CRJ1102 Introduction to the Criminal Courts and Corrections
This course provides a comprehensive look at the criminal court system in the United States and the American correctional system. The course looks at the roles of prosecutors, judges, defense attorneys and the dynamics of their interactions as well as an overview on all aspects of corrections, including probation and parole. 4 quarter hours
Description of Courses

CRJ2002 Criminal Law
(Maybe taken as LGS2004)
Prerequisite: CRJ1101 and CRJ1102
This course introduces students to the fundamental nature of law, giving them an overview of general legal principles and helping them develop an understanding of the historical development of criminal law and its contemporary form and function in today’s American society. 4 quarter hours

CRJ2004 Ethics in Criminal Justice
This course examines ethical issues faced by actors in the criminal justice system. The focus will be placed on the philosophical and practical approaches to solve ethical dilemmas within the complicated criminal justice system. 4 quarter hours

CRJ2006 Criminal Procedures
This course will cover the legal aspects of police investigatory practices, criminal procedure law, and constitutional cases as they pertain to the criminal justice system. Focus will be on U.S. Supreme court cases and lower court cases setting out the requirements for arrest, search and seizure, confessions, and pretrial identifications. Students will develop a comprehensive understanding of the legal rights, duties, and liabilities of criminal justice professionals. 4 quarter hours

CRJ3004 Race, Class and Gender in Criminal Justice
This course focuses on theoretical foundations and current research on theories of racial, ethnic, class and gender discrimination within America’s criminal justice system. Emphasis will be placed on the most recent research on patterns of criminal behavior and victimization, police practices, court processing and sentencing, the death penalty, and correctional programs as they relate to minority groups. 4 quarter hours

CRJ3005 Criminal Justice Management and Administration
Prerequisite: CRJ1101 and CRJ1102
This course covers modern management theory and the application of management techniques appropriate to each area of the criminal justice system. 4 quarter hours

CRJ3007 Law Enforcement Structure and Process
Prerequisite: CRJ1101
This course provides an introduction to the philosophical, cultural, and historical background of police. The course deals with concepts such as the role of the police in contemporary society, the quasi-military organization of the police, and community issues. 4 quarter hours

CRJ3008 Criminalistics I
Prerequisite: CRJ1101
This course is an introduction to the field of forensic science. Students will learn the scientific techniques used by crime laboratories to process crime scenes, collect evidence, and examine physical evidence. The course will focus on how evidence from a crime scene can aid a criminal investigation. 4 quarter hours

CRJ3009 Theories of Crime and Justice
Prerequisite: CRJ3011
An overview of a variety of criminological theories. Attention will be directed toward the study of the major theoretical schools of thought which have influenced the American system of crime and justice. The basic goal of this course is to help the student develop an understanding of and appreciation for the insights gained by examining crime and criminals through different theoretical frameworks. 4 quarter hours

CRJ3010 Deviant Behaviors
Prerequisite: CRJ3001
This course focuses on the concepts and theories of deviance and how they can be applied in the criminal justice field. 4 quarter hour

CRJ3011 Criminology
Prerequisites: CRJ1101 and CRJ1102
This course focuses on the causes of crime and theories of criminal behavior including biological, psychological and sociological theories. Students will also explore recent developments in criminological theory and current issues in criminology. 4 quarter hours

CRJ3012 Introduction to Juvenile Delinquency
This course integrates sociological theories of delinquency with discussions of what is actually occurring in the social environments, and examines types of delinquent behavior and responses to control, treat and prevent juvenile delinquency. 4 quarter hours

CRJ3014 Criminal Justice and the Media
Criminal Justice and the Media explores the relationship between the mass media, crime and the criminal justice system in the United States. Students will examine the role media plays in the social construction of crime and justice, and the impact of the media on attitudes and perceptions of crime and criminality. Particular attention will be paid to the relationship of the media and crime prevention, and the impact of the media on the operations of the agencies in the criminal justice system from law enforcement to corrections. 4 quarter hours

CRJ3015 White Collar Crime
This course examines the various types of “white-collar” and economic crimes in America. These include corporate crimes such as consumer fraud and stock fraud, environmental crimes, corruption, medical crime, and computer-based crime. Students will learn about pyramid schemes, e-mail and web-based crimes, boiler-room operations, and criminal organizations posing as religions or charities. 4 quarter hours

CRJ3021 Probation and Parole
Prerequisite: CRJ1101 and CRJ1102
This course examines the theory and history of probation and parole and their operation in the criminal justice system. 4 quarter hours

CRJ3022 Juvenile Procedures
Prerequisite: CRJ3012
This course places an emphasis on the juvenile system, process, and law and provides a detailed look at the various phases and nuances of juvenile law. 4 quarter hours

CRJ3023 Organized Crime
Prerequisite: CRJ1101 and CRJ1102
Historical review and activities of national and international organized crime groups. Emphasis is placed on the nature and concept of organized crime, both traditional and nontraditional, as well as the rise of the modern street gang. Cultural and social implications of the presence of organized crime and emerging strategies used in the fight against organized crime are examined in depth. 4 quarter hours

CRJ3024 Serial Killers and Mass Murderers
Prerequisite: CRJ1101 and CRJ1102
Exploration into serial killers and mass murderers, and the impact each has on society and individual victims. Examines issues of causation and the social environmental linkage of recent and notorious cases including the mindset of offenders. 4 quarter hours

CRJ3025 Comparative Criminal Justice Systems
Prerequisite: CRJ3011
The course is a comprehensive look at the theories of victimology and the interaction of crime victims with others in the criminal justice system. 4 quarter hours

CRJ4001 Victimology
Prerequisite: CRJ3011
The course examines systems of law, police, courts, and corrections in different countries to show the various ways policing, adjudication and corrections systems can be organized and operated. 4 quarter hours

CRJ4002 Restorative Justice
Prerequisite: CRJ3007
This course defines restorative justice and its values, explores its foundational underpinnings, and details ways to build restorative justice into policy and practice. The course will expose students to how restorative justice fits into our criminal justice system and how it can be applied effectively. 4 quarter hours

CRJ4003 Critical Issues in Criminal Justice
Prerequisite: CRJ2004 or LGS2004
This course focuses on current controversial issues confronting the Criminal Justice System. 4 quarter hours
CRJ4004 Family Violence  
Prerequisite: CRJ1101 and CRJ1102  
This course explores the causes, consequenc-  
es, and prevalence of domestic violence and  
the law enforcement response. 4 quarter hours

CRJ4006 Community Policing  
Prerequisite: CRJ3007  
This course focuses on the dual themes of  
problem solving and community/police collab-  
oration and partnerships. A historical perspec-  
tive is presented that details the community  
policing philosophy and the course provides  
practical strategies to implement community  
policing. 4 quarter hours

CRJ4007 Alcohol, Drugs  
and Criminal Justice Policy  
Prerequisite: CRJ1101 and CRJ1102  
This course examines the pharmacological ef-  
fects of drugs and alcohol and the role they play in the U.S. criminal jus-  
tice system. Topics covered include the history of alcohol and drug prohibition in the U.S.; the  
types of illegal drugs currently available in the United States; patterns, trends, and scope of  
illicit drug use; consideration of the relationship between drugs and crime; and manifestations  
and consequences of the criminal justice sys-  
tem response. 4 quarter hours

CRJ4008 Administration and Correctional Facilities  
Prerequisite: CRJ1102  
This course covers the management and or-  
zanization of correctional facilities. The course focuses on how organizational culture is re-  
lated to effective correctional leadership. It  
highlights the importance of changing trends in corrections, specifically institutional correc-  
tions. 4 quarter hours

CRJ4009 Illegal Immigration  
and the Criminal Justice System  
Prerequisite: CRJ1101 and CRJ1102  
An overview of the political and legal aspects of  
illegal immigration in a nation of immigrants.  
Emphasis on the operational and bureaucratic  
impediments of the enforcement of immigrant  
laws. 4 quarter hours

CRJ4010 Law Enforcement Supervision and Management  
Prerequisite: CRJ3007  
This course focuses on law enforcement man-  
gers and supervisors, their jobs, and the com-  
plicated interrelationships between members of  
the law enforcement team and the commu-  
nities they share. Topics covered include: leader-  
ship, organizational behavior, and new develop-  
ments in the field. 4 quarter hours

CRJ4011 Terrorism and Homeland Security  
Prerequisite: CRJ1101 and CRJ1102  
This course focuses on the theories of domes-  
tic and international terrorism and the criminal  
justice response to homeland security. 4 quar-  
ter hours

CRJ4012 Criminal Investigation  
Prerequisite: CRJ3007  
This course is designed to combine the prac-  
tical and theoretical aspects of criminal in-  
vestigations and to develop an analytical and  
practical understanding of the investigative. 4 quarter hours

CRJ4013 Criminalistics II  
Prerequisite: CRJ3008  
This course will be an in-depth look at specific  
areas of forensic science. The course will focus on  
the collection, preservation, and examina-  
tion of physical evidence, drug analysis, toxicol-  
ogy, biological evidence, firearms, documents,  
fingerprints, and digital evidence. 4 quarter hours

CRJ4014 Crime Scene Investigation  
Prerequisite: CRJ3007  
This course covers crime scene investigation  
and reconstruction. The focus is on effective  
methodologies and efficient investigation of  
crime scenes including documentation proto-  
cols, fundamental collection and preservation  
techniques, and laboratory analytical strate-  
gies. 4 quarter hours

CRJ4015 Bloodstain Pattern Analysis  
Prerequisite: CRJ3008  
This course explains the underlying scien-  
tific principles involved in bloodstain pattern  
analysis, which helps in the reconstruction of  
vibriolent crime scenes. Topics include: the  
general properties of blood, droplet directional-  
ty, documenting bloodstains, and dealing with  
the risk of blood borne pathogens. 4 quarter hours

CRJ4021 Cyber Crime  
Prerequisites: ITS1101, CRJ1101, CRJ1102  
This course is designed to introduce the stu-  
dent to the investigation of computer crime and  
the forensic examination of digital evidence.  
This course involves intensive study of the his-  
tory and terminology of computer crime, the  
types of crimes committed in cyberspace, a  
behavioral profile of computer offenders, legal  
issues in cyberspace, the proper collection and  
preservation of digital evidence and an over-  
view of computer forensics. 4 quarter hours

CRJ4022 Digital Forensics  
Prerequisites: ITS1101, CRJ3008  
This course is designed to provide the student  
with the fundamental concepts of digital foren-  
sics including the sub-disciplines of computer,  
audio, and video forensics. Topics include  
digital imaging, legal restrictions related to per-  
sonal privacy and electronic communication,  
examination of FAT and NT based file systems,  
password cracking, encryption, forensic tools,  
methodologies, and the proper documentation  
of forensic examinations. 4 quarter hours

CRJ4995, 4996, 4997 Internship  
in the Criminal Justice System I, II, III  
Prerequisites: All required CRJ courses  
This course is designed to provide students  
practical working experience in some aspect of  
the Criminal Justice System and apply what  
they learn to real life situations. Students will  
serve as an unpaid intern in a preapproved  
criminal justice agency for a specified num-  
ber of hours per week over the course of the  
school term. 4 quarter hours each  
Note: Approval of the department chair and  
agreement of the respective program direc-  
tor are required to participate in the internship  
practicum. Students who decide not to par-  
ticipate in one of the internship options will be  
required to take an appropriate number of four  
(4) credit hour upper division criminal justice  
electives.

CRJ4999 Senior Seminar (Capstone)  
Prerequisites: All core required CRJ courses  
The senior capstone course is designed to en-  
sure that graduates of the criminal justice pro-  
gram are equipped with the skills necessary to  
pursue further study in their discipline or obtain  
responsible positions within criminal justice  
agencies or related professional organization.  
4 quarter hours

Economics

ECO2071 Principles of Microeconomics  
Prerequisites: None  
Microeconomics is the study of the internal  
forces in the market place. Students will de-  
velop an understanding of the forces that con-  
trol the economy, and the effect of changes in  
those forces. Specific topics include the free  
time system, capitalism, wage and price  
theory, law of supply and demand, and govern-  
ment regulation of business. 4 quarter hours

ECO2072 Principles of Macroeconomics  
Prerequisites: None  
The study of macroeconomics includes the  
basic aspects of economic analysis of the busi-  
ess world. Students will develop an under-  
standing of the monetary system, recession,  
inflation, and the main cycles of business activ-  
ity. 4 quarter hours

ECO3007 Money and Banking  
Prerequisite: ECO2072  
This course is the study of the banking system  
in the American economy: monetary and fis-  
cal policies and the impact of money and fund  
flows upon business decisions and economic  
activity. 4 quarter hours

English

ENG0099 Principles of Composition  
This course helps students refine their writ-  
ing skills by focusing on the elements of style  
and grammar. Students compose paragraphs  
and essays in preparation for more advanced  
composition classes. A minimum grade of C is  
required to pass this course. Note: This course  
is offered for institutional credit only. 4 quarter hours

ENG1001 Composition I  
Prerequisites: ENG0099 or exemption thereof.  
In this course students develop their writing  
skills through the reading and construction of  
expository essays. A minimum grade of C is  
required to pass this course. 4 quarter hours
Description of Courses

ENG1002 Composition II/Literature
Prerequisite: ENG1001
In this course students write analytical and critical essays about plays, short stories, and poetry. Emphasis is placed on literal and figurative interpretations, structural analysis, and variations in thematic approach. A minimum grade of C is required to pass this course. 4 quarter hours

ENG2001 Composition III
Prerequisite: ENG1001
Focusing on the construction of effective written argument, this course refines composition techniques, develops abstract thought processes, and promotes critical thinking. A library paper is included. A minimum grade of C is required to pass this course. 4 quarter hours

ENG2002 World Literature
Prerequisite: ENG1002
Organized thematically, this course explores global viewpoints expressed in novels, plays, short fiction, and poetry. A library paper and a number of shorter critical essays are included. 4 quarter hours

Finance

FIN2030 Introduction to Finance
Prerequisite: ACC1001
This course exposes the student to a wide range of important issues in managerial and personal finance, including such topics as the role of finance in organizations, principles of financial analysis, forecasting and working capital management, and the basics of analysis and evaluation of investments such as stocks, mutual funds and bonds. 4 quarter hours

FIN3030 Corporate Finance
Prerequisite: FIN2030
This course focuses on the financial management of non-financial organizations with emphasis on corporations. Topics covered include valuation and rates of return, cost of capital, capital budget decision, long-term financing options, mergers and acquisitions and international finance. 4 quarter hours

FIN3031 International Finance
Prerequisites: FIN3030, ECC2072
This course focuses on the study of financial institutions in the global economic environment. Among the areas covered are foreign exchange markets, international trade, global regulatory environments, interest rate volatil- ity, and technological advances. 4 quarter hours

FIN4035 Investments and Portfolio Management
Prerequisite: FIN3030
An overview of theories and practices of investments including: financial markets, risk and return, securities, and asset allocation. Student will utilize analytical techniques and tools for investment planning and selection in a selected financial environment. Students will apply these financial models and investment strategies to analyze and manage portfolio investments for various types of organizations. 4 quarter hours

FIN4055 Financial Management for Small Business
Prerequisite: FIN2030
This course addresses the practices and issues of small business financial management, including the study of financial records, control, and statements. Issues of personal financial management will be covered. 4 quarter hours

FIN4060 Financial Statement Analysis
Prerequisite: FIN3030
This course covers the decision-making principles of accounting and finance in an integrated manner. Material includes the recognition and understanding of the estimates and assumptions underlying financial statements. 4 quarter hours

FIN4101 Enterprise Risk Management
Prerequisite: FIN2030, MGT2037
ERM is a systematic process for organizing and managing the multitude of possible errors (human, equipment, and external) that threaten the smooth functioning of an organization. This course provides an overview of basic ERM concepts. Students will also be given an opportunity to apply the ERM concepts covered in this course to simulations and case studies. Topics may include: assessing risk to improve decision-making, developing holistic measures to manage organizational risk, and assessing risk levels to optimize planning. 4 quarter hours

Graphic Design

GRA1000 Drawing and Perspective
Prerequisites: none
Through observation and application of one, two, and multiple point perspective techniques, the student will render three-dimensional forms; the class will study the fundamentals of drawing — light and shadow, line, form, and values — and use various media, including pencil, charcoal, brush and ink and marker. 4 quarter hours

GRA1001 Color Fundamentals
Prerequisites: none
This fundamental course will provide an introduction to the principles of color, and an exploration of color theory as it relates to design. Students will learn about the nature of color and its interaction through demonstrations and applications. The psychological and cultural aspects of color will be explored as well as their role in the design process. 4 quarter hours

GRA1004 Design Fundamentals
Prerequisites: none
This course explores the realm of visual communication with a concerned focus on the elements that form the basics of two-dimensional design. It will focus on developing these concepts as a means of expressing ideas, as well as the terminology used in describing them. 4 quarter hours

GRA1005 Graphic Design Studio
Prerequisite: ITS1000
An introduction to standard graphic design studio procedures, the course is designed to give students a baseline overview of the tools used by designers worldwide; the class studies the Macintosh OS and hardware, graphic design applications for illustration, page layout and photo editing, operating scanners and other digital peripheral equipment, troubleshooting software and hardware problems. 4 quarter hours

GRA1101 Typography I
Prerequisites: ITS1000, GRA1005
This course is an introduction to the history and foundation of letterforms. The placement of display and text type in a formatted space, and the relationship between the appearance and readability of letterforms, are also studied. Students will be introduced to contemporary typography and the role of type as an important visual element in graphic design. 4 quarter hours

GRA1160 Digital Imaging
Prerequisites: ITS1000, GRA1005
This course explores the realm of digital image manipulation. Students learn to manipulate photographic and other images to create concise advertising and graphics; the class will discuss publication standards for print and web graphics. The focus includes scanning, photo restoration, working in layers, and application of special effects. 4 quarter hours

GRA1170 Observational Drawing
Prerequisite: GRA1000
This course introduces the exploration of drawing skills and the use of different media to render volume, light and shade, and perspective. The course will promote the understanding of the creative process and developing concepts into concrete images, as well as sharpening eye hand coordination. 4 quarter hours

GRA1195 Digital Layout
Prerequisites: ITS1000, GRA1005
This course will explore various means of indicating, placing and manipulating visual elements in page design, systematically developing strong and creative layout solutions by means of a cumulative, conceptual design process. The ability to effectively integrate photographs, illustrations, and display and text type will be developed using page composition software. 4 quarter hours

GRA2103 Design Fundamentals
Prerequisite: GRA1004
A studio course exploring three-dimensional form and space. This course introduces students to the materials, techniques, and ideas that comprise the three-dimensional world of natural and “manmade” objects. Point, line, plane, mass, volume, density and form are discussed. Students learn to create and discuss 3D situations using basic hand tools and readily available materials. 4 quarter hours
GRA2110 Digital Illustration
Prerequisites: GRA1005, GRA1160
This course helps students communicate and design with the computer as a professional tool. Using different software applications, the student will demonstrate an understanding of electronic illustration. The course will explore design applications that are considered to be industry standard. 4 quarter hours

GRA2290 Concept Design
Prerequisite: GRA1160
This course identifies and explains the components of the creative process. Problem identification and research methods will be explored. Design solutions appropriate to problem solving will be emphasized. The course will include generating exercises and a concentration on design purpose and function. 4 quarter hours

GRA2292 Print Production
Prerequisites: GRA1011, GRA1195
This course discusses traditional film and electronic prepress systems and the printing industry and its association with designers, art directors and print brokers. Image reproduction, color specification, file preparation procedures, and binding and finishing techniques will be explored. Discussion of various printing processes and paper selections are covered in this class. Students will produce print work for production. 4 quarter hours

GRA2800 Web Design I
Prerequisites: GRA1160, GRA1195, GRA1011
This course introduces some of the techniques, tools, and technologies associated with web development. By identifying, interpreting, and implementing the roles and responsibilities of web industry team members students will define, design, and develop an HTML-based website using standard authoring tools. 4 quarter hours

GRA2900 Portfolio I
Prerequisites: GRA2290, GRA2292
This course focuses on the completion of the associate’s level portfolio. The final portfolio should focus on the graphic artist’s individual strengths. This work should reflect the artist’s uniqueness and ability to meet demanding industry standards; students will participate in a gallery display of their work on campus. 2 quarter hours

GRA3000 Graphic Symbolism
Prerequisites: GRA1010, GRA1011
This course examines the importance of graphic symbols in design. Logos and other symbolic images will be examined in historic and contemporary contexts. Graphic elements including typography, simplified imagery, and abstract shapes will then be utilized to create individual symbolic designs and compositions. 4 quarter hours

GRA3010 History of Graphic Design
Prerequisite: ENG1002
This course will examine the influences of social trends, historical events, technological developments, and the fine arts on contemporary graphic design, illustration, typographic design, architectural design, photography and fashion-able trends in general. Through lectures, supplied visual examples, independent research and design assessments, the student will gain insight into a variety of major design influences. The student will learn how to research and utilize a wide variety of design styles. 4 quarter hours

GRA3011 Typography II
Prerequisite: GRA1011, GRA1195
Emphasis is placed on the hierarchy and expressive potential of typography. How the form of the written word(s) affects the meaning is studied experimentally. Knowledge on design elements from the perspective of history, psychology, and artistic interpretation executed with digital tools. 4 quarter hours

GRA3060 Multimedia I
Prerequisite: GRA2800
Interactive and author programs combine animation with facilities for integrating text, sound, images, and full motion video into interactive products such as games, education, computer based training, and the Internet. This course will allow the student to develop interfaces and 2D animation for interactive projects. Students will fine-tune their conceptual skills, and they will design an animated prototype using interactive multimedia software. 4 quarter hours

GRA3090 Digital Photography for Designers
Prerequisite: GRA1160
This course introduces students to the fundamental terminology, concepts, and techniques of digital photography. It focuses on the principles of using color, composition, lighting, and other techniques for overall thematic and visual effects of photographic images; effects and editing software will be used to enhance and montage digital images. 4 quarter hours

GRA3101 Package Design
Prerequisites: GRA2010, GRA2110, GRA3011
Students will receive a broad overview that covers essential package design basics, including materials and production methods, structures and surfaces, product positioning and environmental concerns. 4 quarter hours

GRA3120 Digital Prepress
Prerequisite: GRA2292
Students complete multiple page documents that include scanned and edited images, object defined graphics and text through the integration of a variety of file types. Digital page makeup in modern print production is studied. 4 quarter hours

GRA3670 Corporate ID & Branding
Prerequisites: GRA1160, GRA2110, GRA3000
Students will conduct an in depth study of the creation of a corporate identity. Problem solving, information gathering, system development and application standards are discussed. Students will focus on color, logotypes, symbols, and branding. 4 quarter hours

GRA3810 Collateral Design
Prerequisites: GRA1195, GRA2290, GRA2292
The role of graphic design in collateral materials will be introduced and explored with a focus on brochures, billboards, posters, point of sale materials, direct mail pieces, sales promotion materials, etc. The process of developing integrated collateral materials from concept through production will be emphasized. 4 quarter hours

GRA3820 Advertising Design
Prerequisites: GRA1195, GRA2290, GRA3011
This course focuses on print advertising and its role as part of integrated campaigns; image, brand, history, and the role of the art director are a few of the many subjects studied, a comprehensive overview of advertising’s impact on modern society. Students will research, concept and develop several print ad campaigns for targeted audiences, and will consider the role the Web plays in interactive and viral campaigns. 4 quarter hours

GRA3850 Web Design II
Prerequisites: GRA2800, GRA3060
Students will continue to design and develop HTML based website using standard authoring tools, as well as interactive features, forms, audio, video and animation. Ecommerce sites with dynamic databases will be studied. Students will also consider current and future trends in Web media and research topics regarding Web design and technology. 4 quarter hours

GRA3900 Design Marketing
Prerequisites: GRA2900, GRA3810
This course explores theories, methods, and strategies for effectively selling a product. Provides concepts of product, price, promotion, distribution and benefit as they relate to advertising and graphic design. Lectures include a review of the target audiences, budgets, strategy and the company vision. Examine various management styles, techniques and trends in the industry. 4 quarter hours

GRA4000 Multimedia II
Prerequisite: GRA3850
Further refinement of interactive computer based programs that combine animation with facilities for integrating text, sound, images, and full motion video. Using interactive multimedia software, students will think “outside the box” by creating new concepts for their programming presented on the Web or in a standalone environment. 4 quarter hours

GRA4100 Professional Development for Designers
Prerequisite: Must be taken in last three quarters
This course prepares students for the business environment and the transition into an applied arts profession. It emphasizes the concepts of professionalism and an overall understanding of self-promotion in the field. Professional development tools are presented, including resume and cover letter writing, networking and interviewing skills. This course includes the multiple facets of media business law, including intellectual property, copyright and ad-
Healthcare Management

HCM2001 Issues in Public Health
Prerequisites: AHS1001, BIO1020, BIO1021
(At the discretion of the faculty, students who have taken BIO1011 and BIO1013 can be given credit for BIO1020 and BIO1021), ENG1001
This course explores the societal context of health, illness and the health care system in American Society. We examine determinants and measurement of health and disease and develop an understanding of epidemiology and public health. 4 quarter hours

HCM2002 Healthcare Delivery System
Prerequisites: AHS1001, EC2071, ECO2072, ENG1001
This course is an introduction to the healthcare delivery system. It provides an overview of the various forces and elements that shape the way healthcare is delivered and received in the United States. 4 quarter hours

HCM2003 Issues and Trends in Healthcare
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the delivery of healthcare in the United States including; those issues currently affecting the cost, quality and safety of healthcare services; state and national legislative initiatives and the future configuration of the healthcare industry. 4 quarter hours

HCM3001 Health Services Organization and Delivery
Prerequisites: Core Curriculum, HCM2003
This course covers the structure and function of the health organizations, professions, and delivery systems across the continuum of care including community and teaching hospitals, long-term care facilities, rehabilitation hospitals, ambulatory care facilities, public health clinics and private medical practice. 4 quarter hours

HCM3002 Economics of Healthcare
Prerequisites: Core Curriculum, HCM2003
This course examines the application of both micro and macro economic principles to the healthcare industry. 4 quarter hours

HCM3004 Ethics and Law for Administrators
Prerequisites: HCM 3001, HCM3002, PHI2301
This course examines health law and ethics from an administrative perspective. Students learn to integrate ethical and legal aspects into administrative decision-making. 4 quarter hours

HCM3005 Healthcare Finance
Prerequisites: HCM3001, HCM3002
This course covers the unique structure and process of financial management in healthcare organizations. Students learn to examine and understand statements of profit and loss, balance sheets and cash flow statements in order to make administrative decisions regarding operations and resource allocation. The unique healthcare reimbursement system is given special attention. 4 quarter hours

HCM3006 Healthcare Marketing and Strategy
Prerequisites: HCM3001, HCM3002
This course will examine the role and function of marketing and strategy development in healthcare organizations. Marketing concepts including market research, segmentation, branding and advertising are reviewed. Strategy development involves the role of vision and mission, internal and external assessment, development of strategic initiatives, tactical planning and strategic execution. 4 quarter hours

HCM3008 Health Information Management Systems
Prerequisites: HCM3001, HCM3002
This course examines the design, operation, and application of future of health information management systems. 4 quarter hours

HCM4002 Risk Management in Health Settings
Prerequisites: HCM3004, HCM3005, HCM3006, HCM3008
In this course, we examine various risk factors and methods of managing risk in healthcare organizations. 4 quarter hours

HCM4004 Research Methods in Health Administration
Prerequisites: HCM3004, HCM3005, HCM3006
In this course, we examine various research methods that are used to gather data, evaluate needs and develop strategies and programs. Students learn to be discriminating users of healthcare research studies in managerial decision-making. 4 quarter hours

HCM4007 Leadership in Healthcare Organizations
Prerequisites: HCM3004, HCM3005, HCM3006, HCM3008, BUS3041
This course is designed to prepare students with leadership fundamentals in healthcare organizations. This includes content in interpersonal skills, leadership, ongoing professional development, and strategic management. This course is normally taught in conjunction with HCM4008 Leadership in Healthcare Organizations–Internship. 4 quarter hours

HCM4008 Leadership in Healthcare Organization. – Internship
Prerequisites: HCM4007 (or Co-requisite)
This course is a faculty supervised and evaluated field experience in health services management. This is an applied field course with a major research paper as an end product. 4 quarter hours

HCM4012 Case Studies in Health Administration
Prerequisites: HCM3004, HCM3005, HCM3006
This is one of two capstone courses which provide students with the opportunity to integrate the skills and knowledge learned in the liberal arts foundation with their learned conceptual and technical competencies, through case studies. 4 quarter hours
HCM4025 Strategic Management in Healthcare Organizations
Prerequisites: HCM3004, HCM3005, HCM3006
This is the second capstone course. Students have the opportunity to integrate the knowledge and skills learned through the courses in leadership, marketing and strategy, managerial communication and research methods, through case studies on strategic management. 4 quarter hours

History
HIS1101 U.S. History I: (Colonial to 1865)
Co or Pre requisite: ENG1001
This course covers main themes of American history from the country's beginnings until the beginning of the reconstruction period following the Civil War. The concepts, chief actors, and major events of this period of time will be studied, and the student will analyze the historical concepts of cultural expansion and development found in the history of America. The process of national growth required by foreign and domestic influences will also be examined. 4 quarter hours

HIS1102 U.S. History II: (1865 to Present)
Co or Pre requisite: ENG1001
This course covers main themes of American history from reconstruction to the present day. The concepts, chief actors, and major events of this period of time will be studied, and the student will analyze the historic concepts of cultural expansion and development found in the history of America. The process of national growth required by foreign and domestic influences will also be examined. 4 quarter hours

Human Resources Management
HRM4010 Employment Law
Prerequisites: BUS3055 and MGT3045
This course explores laws and regulations applicable to modern employment environments. Topics may include public policy applicable to employment, employee-employer relationships, compensation and wages, privacy, medical leave, discharge and termination, and occupational and safety regulations. 4 quarter hours

HRM4020 Workforce Staffing, Recruitment, and Placement
Prerequisites: MGT3045
This course explores how an organization plans for and executes on its human resource needs in order to achieve its strategic and operational goals. Topics may include HR planning and analysis, recruitment methodologies, evaluation and selection of candidates, and exit planning. 4 quarter hours

HRM4030 Workforce Compensation and Benefits
Prerequisites: MGT3045
This course explores strategic and operational aspects of executive and employee compensation. Students learn about direct and indirect forms of compensation and benefits, as well as mandatory and non-mandatory benefits. The accountability link between compensation and performance will also be examined. Topics may include individual and group administration of compensation and benefits, initial selection and ongoing evaluation of compensation and benefit plans, performance and incentive plans, and linkage of compensation to strategic goals. 4 quarter hours

HRM4040 Workforce Training and Development
Prerequisites: MGT3045
This course explores strategic and operational aspects of executive and employee training and development. Students learn how training and development span the entire workforce life cycle from initial orientation to post-retirement learning opportunities. Topics may include the linkage between training and performance, adult learning theories, development of training content, administration of training and development activities, and evaluation of training and development activities. 4 quarter hours

HRM4050 Employee and Labor Relations
Prerequisites: MGT3045
This course explores employee management relationships in a variety of organizational situations. Topics may include union determination and election procedures, union representation, labor contracts, performance management, employee retention and awards, workplace behavior and grievance systems, code of ethics, and collective bargaining and arbitration. 4 quarter hours

Health Science
HSC2100 Medical Sociology
Prerequisites: HCM2001, HCM2002
This course introduces students to the field of medical sociology which addresses the social causes and consequences of health and illness. 4 quarter hours

HSC3000 Ethics in Healthcare
This course introduces the student to ethical issues and thinking with a special focus on ethical considerations in the practice of the health professions. 4 quarter hours

HSC3010 Long-Term Care
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the long-term care industry and discusses the business and clinical environment of various types of long-term care organizations including accreditation standards, reimbursement and patient care issues. 4 quarter hours

HSC3015 Behavioral Health
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the behavioral health industry and discusses the business and clinical environment of various types of behavioral health organizations including accreditation standards, reimbursement and patient care issues. 4 quarter hours

HSC3020 Managed Care
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the managed care industry and provides an overview of different types of managed care organizations, considering both provider and payor-sponsored systems. The business and financial relationship between managed care organizations and providers is explored. 4 quarter hours

HSC3030 Federal and State Healthcare Programs
Prerequisites: HCM2001, HCM2002
This course reviews the organization and delivery of federal and state healthcare programs and the impact these programs have on the financing, regulation and quality of the overall healthcare delivery system. Special focus is provided on the mechanisms and impact of federal and state reimbursement of healthcare services. 4 quarter hours

HSC3070 Medical Informatics
Details the history of medical information and biomedical communication. Studies information resources and services related to the transfer of information in the health sciences and integral computer applications to health sciences libraries including the organizational structure of medical knowledge. Familiarizes students with the concept of information management and the application of information technology to health care. Analyzes current issues in the health care field and the relationship to health sciences libraries and information centers. 4 quarter hours

HSC4010 Epidemiology and Disease Control
Prerequisites: AHS1001, BIO1020, BIO1021, ENG1001
This course introduces the history and development of epidemiology in healthcare with a focus on disease identification and control. A special section is devoted to the detection and response to bioterrorism and pandemics. 4 quarter hours

HSC4020 Health Prevention and Wellness
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the field of health prevention and wellness, including the business and professional considerations in various delivery settings. 4 quarter hours

HSC4030 Women and Minority Health Issues
Prerequisites: HCM2001, HCM2002
This course explores the health problems and issues unique to women and minorities, including access to healthcare resources and the delivery of quality healthcare services. 4 quarter hours

HSC4040 Emergency and Disaster Management
Prerequisites: HCM2001, HCM2002
This course explores the organization and delivery of emergency and disaster management services, from local first responders, to the delivery of healthcare services. 4 quarter hours
Description of Courses

hospital emergency rooms to state and federal emergency and disaster relief. 4 quarter hours

HSC4050 Telemedicine
Prerequisites: HCM2001, HCM2002
This course reviews the history and evolution of telemedicine and how this technological breakthrough is revolutionizing clinical practice in healthcare delivery. 4 quarter hours

HSC4060 Working with Healthcare Professionals
Prerequisites: HCM2001, HCM2002
This course explores the unique working environment, professional culture and job requirements of physicians, nurses, and physician extenders and offers tools for effectively working with and managing these professionals. 4 quarter hours

Humanities

HUM1001 History of Art through the Middle Ages
Co or Pre requisite: ENG1001
This course surveys the history of art beginning with the Prehistoric/Primal period and continuing through the Middle Ages. The concepts, artists, motifs, works, and styles of the periods will be studied. The course introduces students to elements of art and design, and fosters an appreciation for the world of art. 4 quarter hours

HUM1002 History of Art from the Middle Ages to Modern Times
Co-or Prerequisite: ENG1001
This course surveys the history of art from the Middle Ages to the present. The concepts, artists, motifs, works, and styles of the periods will be studied. The course introduces students to elements of art and design, and fosters an appreciation for the world of art. 4 quarter hours

HUM2101 World Civilization I
(Prehistory – 1500 C.E.)
Co or Pre requisite: ENG1002 or ENG2001
This course covers the major themes and events in world history from prehistoric times to 1500. The course will focus on history from a variety of perspectives: social, cultural interactions, environmental, political, economic, and the people and events that shaped our world’s history. Various themes that appear across time will be explored from the perspective that all cultures and all events are influenced by the interactions with other peoples, geography, and the environment; and in turn these events influence and shape future events. 4 quarter hours

HUM2102 World Civilization II
(1500 – Present)
Co or Pre requisite: ENG1002 or ENG2001
This course covers the major themes and events in world history from 1500 to the present. The course will focus on history from a variety of perspectives: social, cultural interactions, environmental, political, economic, and the people and events that shaped our world’s history. Various themes that appear across time will be explored from the perspective that all cultures and all events are influenced by the interactions with other peoples, geography, and the environment; and in turn these events influence and shape future events. 4 quarter hours

and all events are influenced by the interactions with other peoples, geography, and the environment; and in turn these events influence and shape future events. 4 quarter hours

Information Technology

ITS1000 Computer and Internet Literacy
Prerequisites: None
This course is for students to obtain basic knowledge and skills needed in using office application software and Internet features. A broad range of software used in an office, such as, word processing, spreadsheet, database, slide presentation, email, and Internet research will be introduced. It is not intended for IT majors. 4 quarter hours

ITS1101 Foundations of Information Technology
Prerequisites: None
This course introduces students to Information Technology in a non-programming context to provide students with a solid foundation in computer organization, computer systems, operating systems, safety issues and technologies. 4 quarter hours

ITS1102 Information and Communication Systems
Prerequisites: None
This course provides a comprehensive overview of the modern information/communication infrastructure and focuses on how information, including voice and data, travels throughout the world. Topics to be covered include: the nature of information, bandwidth, types of transmission and storage media, and the fundamental principles governing information technology. Hands-on experience with related hardware and software tools for information capture, conversion, display, and management will be provided. 4 quarter hours

ITS1103 Ethics and Information Technology
Prerequisites: None
This course examines ethical dilemmas specific to the IT industry through a systematic approach of the basic principles of ethics and the relationship of these principles to a technological and global society. Ethical decision-making and practical applications of ethics in a contemporary society is also explored. 4 quarter hours

ITS1104 Human Computer Interface
Prerequisite: ITS1101
This course introduces Interaction Design, a broad scope of issues, topics and paradigms, which has traditionally been the scope of Human Computer Interaction (HCI) and Interaction Design (ID). Students will formulate a design project, using interactive designs appropriate for the client and/or target audience. 4 quarter hours

ITS2103 Networking Fundamentals
Prerequisite: ITS1102
This course introduces students to the study of basic networking terminology, concepts, components (hardware) and basic network design. Investigation of functions required to operate computer communications networks will also be addressed. 4 quarter hours

ITS2104 Programming Logic
Prerequisites: None
This course introduces the beginning programmer to structured program logic without focusing on any particular language. Much emphasis is placed on developing sound programming techniques including flowcharting and naming conventions. 4 quarter hours

ITS2105 Programming I
Prerequisite: ITS2104
This course builds on the foundation developed in Programming Logic. Students are introduced to the elements of structured programming related components such as overall program design, constraints, variables, functions, procedures logic and code control, error trapping, error handling, interactive coding techniques etc. 4 quarter hours

ITS2106 Programming II
Prerequisite: ITS2105
This course provides a more in-depth use of tools introduced in Programming I and introduces object-oriented programming (OOP), GUI classes, libraries, overloading, and inheritance. Introduction to OOP techniques: elementary data structures including lists, stacks, and queues. Dynamic storage allocation concepts, interactive debugging techniques, and use of recursion are also addressed. 4 quarter hours

ITS2110 Database Design and Development
Prerequisites: ITS1104, ITS2104
This course introduces students to database design and development using classical methods. Students will develop databases using relational concepts and techniques including normalization, entity relationships, and data design. 4 quarter hours

ITS2111 Multimedia and Web Development
Prerequisite: ITS1102
This course provides a basic understanding of the methods and techniques of developing a simple to moderately complex website. Using the standard web page language, students will be instructed in creating and maintaining a website. After the foundation language has been established, the aid of an Internet editor will be introduced. A second web-based language will be included to further enhance the websites. 4 quarter hours

ITS3100 Software Engineering Fundamentals
Prerequisite: ITS2105
This course introduces the principles of software development, addressing both procedural and object-oriented development. Topics include: requirements, analysis, design, coding, testing, verification, and maintenance. Students will design and implement a project. 4 quarter hours
ITS3101 Advanced Operating Systems and Architecture
Prerequisite: ITS1101
This course serves as a survey of the structure and functions of operating systems, process communication techniques, high-level concurrent programming, virtual memory systems, elementary queuing theory, security, and distributed systems using case studies. 4 quarter hours

ITS3104T Security: Access and Protection
Prerequisite: ITS2103
This course addresses computer security issues in five key areas: (1) threats, vulnerabilities and controls, (2) encryption, (3) code, (4) management and (5) law, privacy and ethics. 4 quarter hours

ITS3107 Technology Industry Assessment: Tools and Products
Prerequisites: ITS2103, ITS2110
This course will provide you with varied opportunities to research, evaluate, and recommend IT products, tools and services used by various industries. 4 quarter hours

ITS3110 Applied Systems Analysis
Prerequisite: ITS2103
This course introduces students to System Development Life Cycle (SDLC) containing system analysis, design, development and implementation. The course will explain conventional and current approach for SDLC and explain the role of Computer Aided Systems Engineering (CASE) tools, software, communications and data base technology in practicing various steps of SDLC. 4 quarter hours

ITS3112 Information Technology Project Management
Prerequisites: MGT2037, FIN2005
This course focuses on the information technology project management process and development of the project team as key to the successful achievement of IT projects. The process examines the main elements required in every proposal/plan: time frame and budget. Key areas of IT project teams serve to support the fundamental approach that every project team is tailored to achieve project results efficiently and effectively. 4 quarter hours

ITS4000 Quality Management
Prerequisites: MAT2058, recommend ITS3112
This course introduces students to CASE Tools, Project Management, Project Planning and Control, Software Quality, Total Quality Management (TQM), Quality Assurance (QA), Legal Requirements, ISO9000, Department of Defense 5000.51G, TQM guidelines and the six-sigma improvement methodology. Students team to analyze QM concepts and techniques in a TQM case study. 4 quarter hours

ITS4101 Fault Tolerance
Prerequisites: ITS2103, ITS3104
This course focuses on the study and application of the principles of fault tolerant systems (failsafe) and networks. Topics include: hardware, software and redundancy techniques, performance and reliability evaluation techniques, system diagnosis, disaster recovery planning, backup strategies for data and hardware, virus monitoring and associated security and administration issues. 4 quarter hours

ITS4102 Emerging Technologies
Prerequisite: ITS4101
In this course you will address technology research, product development, implementation and trends in the information technology industry. Products related to networking, database, or web site administration will be the primary focus. 4 quarter hours

ITS4103 Information Technology Capstone I
Prerequisite: Senior standing and completion of all core and elective courses. This course centers on the evaluation and augmentation of selected projects completed by the student during prior courses. The purpose is for each student to refine project work associated with his/her area of emphasis. The finished project(s) will highlight the skills and industry interest of the student and form the basis of an individualized ePortfolio. 4 quarter hours

ITS4104 Information Technology Capstone II
Prerequisite: ITS4103
This course is a virtual internship. Each student will develop a deliverable for an organization of their choice. The project deliverable will exhibit the student’s skills in evaluating system requirements, project management, personal interaction with a client, and other skills associated with their particular emphasis area which is the focus of the deliverable. 4 quarter hours

ITS4105 Network Administration I
Prerequisite: ITS2103
This course provides an overview of implementing LAN network management tools through the study of TCP/IP, hardware routers and client/server architecture related to configuring network services, e.g. DHCP scope and policies. Routing, ICMP, troubleshooting, non-broadcast IP networks and subnet/super-net and connectivity will also be addressed. 4 quarter hours

ITS4106 Network Administration II
Prerequisite: ITS2103
This course provides an in-depth study and comparison of the two primary networking paradigms, Internet/broadcast and switched, using two technologies, IPv6 and ATM, as representative examples. The course is implemented oriented, focusing on issues such as routing, broadcast, multicast, mobility, network configuration, and quality of service. Students will be introduced to network related areas of project management, vendor management, network inventory management, security management, etc., that are related to the day-to-day job of network administration. 4 quarter hours

ITS4107 Designing and Maintaining Network Implementations
Prerequisite: ITS4106
This course provides an in-depth knowledge of data communications and networking requirements including networking and telecommunications technologies, hardware, and software. Emphasis is on the analysis and design of networking applications in organizations. 4 quarter hours

ITS4108 Network Programming
Prerequisite: ITS4106
This course is designed to prepare students to write programs that operate across network connections. The basic principles of programming general client/server applications in Perl and interacting with a variety of common servers will be addressed. 4 quarter hours

ITS4109 Server Technology
Prerequisites: ITS2103, ITS3101
This course integrates different aspects of server-based networking and the practical requirements and implementations of secure communication. Topics will include password authentication in the Apache web server; using password authentication in PHP scripting for both Internet and Intranet applications; administering user accounts through database operation; and, using email to validate/confirm user account information. 4 quarter hours

ITS4110 Digital Audio and Imaging for Multimedia & Web
Prerequisite: ITS2111
This course examines the use of audio, video and other digital media as corporate, educational and personal communication. You will configure and apply a number of compression techniques and file formats to different media, and evaluate the effective use of digital media. You will also publish your course project to the Web. 4 quarter hours

ITS4111 Web Authoring Tools
Prerequisite: ITS2111
Students learn and practice the principles of multimedia authoring using software similar to Flash as a development tool and XML based web multimedia approaches such as SMIL and SVG. Students develop presentations targeted to the various media players/browsers, integrating video clips, rolling text documents with hyperlink, background music, animation sequences, and slideshows of still and moving images with narration. 4 quarter hours

ITS4112 Web Programming
Prerequisite: ITS2104
This course will use introduce industry standard programming languages including SQO and Java to develop or manage web applications. Error and exception handling techniques, stored procedures and functions, concurrency issues, etc will be addressed. 4 quarter hours
Description of Courses

ITS4113 Database Systems for Website Applications
Prerequisites: ITS2110, recommended ITS2111
This course examines how databases are used to support Websites and organizations using case studies. Students will develop dynamic websites with Web applications that link databases to websites, pull web data and content in and out of databases and integrate a variety of coding and scripting technologies to enhance the functionality and flexibility of websites. Emphasis is placed on web performance tuning, and the application and maintenance of databases to web development. 4 quarter hours

ITS4114 Advanced Database Design and Development
Prerequisite: ITS2110
This course represents the practical and demanding challenges of creating web applications for ecommerce, with an emphasis on the SQL queries necessary to build complex relations. In creating the “shopping cart” project for this course, the students will design a normalized database. This course will review PHP code structures as well as provide basic instruction in Object-Oriented techniques. Also, this course will show students how to document and evaluate their work, within codified goals and test protocols. 4 quarter hours

ITS4115 Database Administration
Prerequisite: ITS4114
This course provides students with an in-depth coverage of tasks an administrator performs which include, but are not limited to creating and managing database users, implementing a security system, designing a backup strategy, performing recovery, tuning databases to optimize performance and troubleshooting. 4 quarter hours

ITS4116 Database Programming
Prerequisite: ITS2105
In this course, students will be introduced to the Data Access Object (DAO) hierarchy which provides the background for the development of sophisticated relational database applications using the control based methods and object programming methods for data. Remote Data Objects (RDO); Active Data Objects (ADO), structured query language (SQL) and how to combine SQL with Visual Basic controls will also be covered. 4 quarter hours

ITS4231 Case Studies in Computer Security
This course presents the tools and tactics of forensic analysis in the context of electronic data tracking and recovery. Students will participate in an in depth study of the practical aspects of computer security, including the study of vulnerabilities and tools used in their discovery. This course focuses on case studies as the primary means of exploring attacks and investigations. 4 quarter hours

Information Systems and Technology

IST5010 Information Technology Infrastructure
Prerequisites: Admission to the program. Concepts, systems development and effective use of up-to-date tools and application software, focusing on IT infrastructure, systematic approach to management, processes involved in managing IT infrastructures, best practices to IT service support and service delivery, the place of IT infrastructure and IT service in an organization, IT management frameworks, and concepts of the work processes used to manage an IT infrastructure. 4 quarter hours

IST5020 Information Systems Fundamentals
Prerequisites: Admission to the program. Real world projects dealing with issues related to management, development and maintenance of medium size and large scaled information systems with emphasis on business information systems for a distributed environment. The identification of vulnerabilities and risks inherent in the operation of information systems are also explored. 4 quarter hours

IST5070 Computer Security in Criminal Justice
Prerequisites: None. This course serves as a graduate level introduction to network and communication systems for non-major students. The goal of this course is to familiarize students in overlapping majors with the fundamental terminology, applications, and principles of basic computing, network structure, and communication systems. Topics may include representing information, how signals are transmitted, communication connections, networking basics, LANs, wireless networks, network security, and network management. 4 quarter hours

IST6000 Principles of System Development
Prerequisites: Foundation courses System development and design and software engineering methodologies, with emphasis on object-oriented analysis, design and implementation of information systems, distributed information systems, information systems life cycle models, and platforms with discussions of requirements definition and management, modeling quality assurance and development environments. 4 quarter hours

IST6010 Project Management
Prerequisites: Foundation courses Tools and techniques for the successful management of IT projects, project selection and approval, planning, estimation techniques, scheduling methods, budgeting, IT project organizations, and project control and assessment. Students explore each of the nine domains of project management including project planning, scheduling, risk management, cost management, and effective project control, as well as the associated pre-project and post-project activities that need to be performed for a project. 4 quarter hours

IST6020 Corporate Information Systems Management
Prerequisites: Foundation Courses This course is an overview and case studies of contemporary information systems management in a digital enterprise. It focuses on the relevant issues of effective management of information services activities and highlights the areas of greatest potential application of the technology. The course emphasizes the skills and knowledge to identify and communicate business system needs, select the right information systems and integrate these systems into organizations to improve business performance. 4 quarter hours

IST6102 Computer Security and Forensics
Prerequisites: Core Courses
This course serves as a graduate level introduction to network and communication systems, computer security incident response process, computer/law enforcement, information security policy, technical issues, successful user interface design, and human factors. Topics may include design and testing, system design, human-computer interactions, metrics for usability assessment and improvement, and current implementation approaches. 4 quarter hours

IST6160 Information Design and Usability
Prerequisites: Specialization courses Design elements, methods and software metrics for usability assessment and improvement of interface design and architecture. This course identifies and examines information security threats, information security methods, and current implementation approaches. 4 quarter hours

IST6161 Human Computer Interaction
Prerequisites: Program specialization courses This course is a study of effective and productive interfaces. Topics may include design and evaluation of interactive computer systems, input and output devices, screen layouts, machine design, health issues and ergonomics, and organizational impacts. 4 quarter hours

IST6163 Cognitive Software Design
Prerequisites: Foundation, Core, and Specialization courses This course serves to focus on the application of cognitive principles to improve software design and usability. Topics in this course will include system unification, locus of attention, successful navigation design, user interface issues, successful user interface design, and theory of operation. 4 quarter hours
IST6260 Network Architectures and Protocols
Prerequisites: Specialization courses
Computer networking concepts and technologies: fundamentals of network technology and protocols, internet protocols, multicast, subnet and supernet addressing, routing algorithms, client-server, socket interface, bootstrap and auto configuration, file transfer, email, and internet security. Real world projects dealing with the development, installation, and management of application systems or a variety of networks environment with emphasis on distributed applications for LAN, WAN, Internet and intranet are addressed. 4 quarter hours

IST6261 Network Security
Prerequisites: Specialization courses
Planning and designing a network infrastructure for an enterprise, including domain architecture design. Issues relating to choosing appropriate networking technologies and management tools for an enterprise, planning and strategizing servers for a given network infrastructure, and designing a business continuity plan are addressed, with an emphasis on planning and delivering network services to support business objectives of the organization including monitoring, reporting, troubleshooting, and automating response capabilities. 4 quarter hours

IST6262 Network Operations Management
Planning and designing a network infrastructure for an enterprise, including domain architecture design. Issues relating to choosing appropriate networking technologies and management tools for an enterprise, planning and strategizing servers for a given network infrastructure, and designing a business continuity plan are addressed, with an emphasis on planning and delivering network services to support business objectives of the organization including monitoring, reporting, troubleshooting, and automating response capabilities. 4 quarter hours

IST6302 Internet Algorithms Security
Prerequisites: Specialization courses
Algorithms used for the Internet protocols with emphasis on their security. Topics may include networking routing, Web search engine algorithms, data compression algorithms, caching, error correcting codes, and secret sharing protocols. 4 quarter hours

IST6360 System Software Security
Prerequisites: Program specialization courses
This course is an in-depth discussion of security concepts in operating systems. It examines the security issues in current operating systems and discusses the existing tools and technologies for setting up a secure system. 4 quarter hours

IST6361 Application Software Security
Prerequisites: Specialization courses
This course addresses security concepts in developing software applications. It discusses design principles for secure software development and auditing protocols for discovering vulnerabilities of existing application software, including the security issues in current programming and scripting languages, database systems and web servers. 4 quarter hours

IST6995 Information Systems Capstone
Prerequisites: Specialization courses
The course provides students an opportunity to demonstrate professional competencies and capabilities covered in the IST curriculum by conducting a study in an advanced IT or IS related topic or undertake the analysis, design and implementation of a real world application. 4 quarter hours

Interdisciplinary Studies
IDSS4999 Capstone in Interdisciplinary Studies
Prerequisite: Completion of all coursework in the program
This course examines and explores core topics from an integrated, interdisciplinary approach to help students achieve a deeper, richer understanding of contemporary society. Utilizing a team-based instructional approach, students discuss and apply the knowledge, skills, and abilities from their diverse backgrounds to explore approaches to solving many of the challenges facing society. 4 quarter hours

Leadership
LEA5100 Leadership, Organization Theory and Change
Prerequisites: None
Leading organization wide structural and cultural change is a significant challenge facing today’s organizations. This course will explore the nature of these changes, the basis for their adoption, and both the management and leadership of organizational change in the 21st century, including issues of managing growth, resistance to change, intervention phases, crisis management, inter and intra-group conflict/power. 4 quarter hours

LEA5125 Leadership, Ethics, Culture, and Politics
Prerequisites: None
This course compares and contrasts the disciplines of leadership and management with an emphasis on fostering organization culture and personal ethics. Topics may include historical and contemporary leadership and management theories, current leadership management across a wide variety of organizational contexts. 4 quarter hours

LEA5130 Team Building and Group Dynamics
Prerequisites: Completion of the MSL foundation courses
This course focuses on the theories and applications of team building and group dynamics, with an emphasis on leadership opportunities in small and large groups. 4 quarter hours

LEA5140 Emotional Intelligence and Leadership
Prerequisites: Completion of the MSL foundation courses
This course explores a variety of leadership approaches, with a special emphasis on leading with emotional intelligence. Topics include the roles and functions of messages and messaging activities, empathy and self-awareness, and emotional intelligence used in the practice and outcomes of leadership. 4 quarter hours

LEA6150 Coaching and Professional Development
Prerequisites: Completion of the MSL foundation courses
This course explores the theories and applications of coaching and professional development by a leader with individuals on his/her staff. Topics may include coaching strategies employed across a variety of situational contexts, organizational and professional development employed by leaders. 4 quarter hours

LEA6175 International Leadership
Prerequisites: Completion of the MSL foundation courses
This course examines international issues and challenges the leaders face. Topics may include historical and contemporary perspectives of international leadership and the influence of international cultures and politics on the practice and outcomes of leadership. 4 quarter hours

LEA6180 Strategic Negotiations
Prerequisites: Completion of the MSL foundation courses
This course explores the theories and applications of single and multiparty negotiations in a wide variety of organizational contexts. Topics may include the exploration of negotiation as an art and science, consideration of negotiating behaviors and characteristics, and strategies to achieve negotiation success for the stakeholders involved. 4 quarter hours

LEA6185 International Negotiations
Prerequisites: LEA6180
This course examines international issues and examines the unique challenges the leaders face when involved in single and multiparty negotiations with parties from an integrated, interdisciplinary approach. International cultures and politics on the practice and outcomes of negotiation will be considered. 4 quarter hours

LEA6199 Strategic Leadership and Implementation
Prerequisites: Strategic Leadership and Implementation
This course examines the methods of providing leadership in a firm, or a significant division thereof in an internationally competitive environment. Students will develop an understanding of the way in which general managers integrate leadership and strategy in today’s market economy. 4 quarter hours

Legal Studies
LGS1001 Introduction to Paralegalism
This course examines the American legal system with emphasis on the methods and institutions of the law. The rights and responsibilities of paralegals, both professional and ethical, are described. Duties and opportunities for paralegals are discussed. Law office management procedures are introduced to the student. 4 quarter hours
Description of Courses

LGS1004 Torts and Remedies
Prerequisite: LGS1001
This course familiarizes the student with the substantive law of torts. Concentration will be in three main areas—intentional torts, strict liability torts, and negligence law. The course will also examine various equitable remedies. 4 quarter hours

LGS1005 Legal Research and Writing I
Prerequisite: LGS1001
Co-requisite or prerequisite: ENG1001
This course is designed to familiarize the student with primary and secondary sources of law, judicial reports, statutes, citators, digests, annotated law reports, and legal treatises and periodicals. It enables the student to undertake, under the supervision of a lawyer, legal research and preparation of memoranda and briefs. 4 quarter hours

LGS1006 Legal Research and Writing II
Prerequisite: LGS1005
LGS1006 continues the study of legal research and writing, giving special emphasis to computer research in online legal research databases. Students will be required to present conclusions from their research in well-reasoned memoranda and briefs. 4 quarter hours

LGS2001 Civil Litigation
Prerequisite: LGS1001
This course examines civil procedures and the court system, including the role of judges, attorneys, and juries. Venue, jurisdiction, and ethical considerations are studied. The course enables students, under the supervision and control of an attorney, to assist in pretrial practice including drafting complaints, answers, and pretrial motions; preparing pretrial witnesses, conducting preliminary investigations; and assisting the attorney in the preparation of the case for trial. 4 quarter hours

LGS2002 Domestic Law
Prerequisite: LGS1001
Examination of the subjects and preparation of documents for adoption, legal separation, divorce, marriage, annulments, and child visitation and custody will be made in this course. The student will be prepared to assist in the interviewing of clients and the drafting of petitions and agreements. 4 quarter hours

LGS2003 Estate Planning and Probate
Prerequisite: LGS1001
In this course, students examine the transferring of assets, trusts, wills, gifts, administration of decedents’ estates, federal and state taxes, and administrator’s responsibilities. Students will receive hands-on experience drafting legal documents and using related computer software. 4 quarter hours

LGS2004 Criminal Law
Prerequisite: LGS1001
This course familiarizes the student with substantive criminal law and criminal procedures. It enables the student, under the supervision of a lawyer, to prepare pretrial pleadings, interview witnesses, and conduct trial and post trial proceedings. 4 quarter hours

LGS2005 Real Estate Law
Prerequisite: LGS1001
This course develops the student's understanding of ownership, deeds, mortgages, easements, landlord/tenant relations, liens, and eviction procedures. An examination is made of the mechanics of transferring interest in real property. 4 quarter hours

LGS2007 Computers in the Legal Office
Prerequisites: LGS1001, UVC1021
This course introduces paralegal students to several of the uses of computer software in the law office, including the following: drafting legal documents; legal timekeeping and billing; docket control; and litigation support. Other specialized legal software is introduced as appropriate. 4 quarter hours

LGS2089 Paralegal Externship
Prerequisites: All required paralegal courses or co-completion thereof.
In this course, students are given the opportunity to validate their skills through a 120-hour supervised, unpaid externship experience. Students are assigned to private legal offices, government legal departments, or corporate legal departments where they perform the various responsibilities of the paralegal. Students must contact the paralegal department chairman the quarter before enrolling in this course regarding approval of site selection and schedule. There will be a mandatory outcome assessment exam given in this course. 4 quarter hours

LGS3008 Worker’s Compensation Law
Prerequisite: LGS1006
This course provides a detailed study of worker’s compensation law covering the procedures used to initiate and process worker’s compensation claims. Students will have the opportunity to draft relevant forms, as well as study employer responsibility, risk management, and litigation. 4 quarter hours

LGS3009 International Law
Prerequisite: LGS1006
This course acquaints the student with the principles, laws, and organizations that impact on the management of an international business transaction. Topics include basic principles governing relations between nations, such as human rights, treaties, sovereignty, immunity, and dispute resolution. At the end of this course, students should be able to analyze the risks involved in international trade and create an import/export business. 4 quarter hours

LGS3010 Bankruptcy Law
Prerequisite: LGS1006
This course provides an overview of the federal bankruptcy law and the rights of creditors and debtors. Emphasis is placed on bankruptcy procedures in Chapter 7, 11, 12, and 13 of the U.S. Bankruptcy Code. Upon completion of the course, students under the supervision of an attorney should be able to prepare and file bankruptcy forms, collection letters, UCC search, and post judgment collection such as garnishment. 4 quarter hours

LGS3025 Insurance Law
Prerequisite: LGS1006
Principles of risk and insurance are studied in this course. Students receive an introduction to basic types of insurance, including automobile, homeowner, commercial, and medical. Students have the opportunity to learn practices and techniques of insurance defense attorneys and work on case files involving insurance claims. 4 quarter hours

LGS3030 Administrative Law
Prerequisite: LGS1006
This course presents basic concepts of administrative law and procedure in federal and state agencies. Topics include representing clients before administrative bodies, agency operation, adjudication, constitutional questions, statutory issues, and appeals. 4 quarter hours

LGS3040 Constitutional Law
Prerequisite: LGS1006
This course is designed to give the student a basic understanding of constitutional law. The course will provide an overview of the Constitution itself, coupled with the beliefs and purpose of its framers. The ongoing controversies over jurisdiction of original intent versus the evolutionary interpretation of the Constitution will also be examined. Topics covered will include separation of powers in the national government, regulation of commerce, taxing and spending powers, war and national defense, conduct of foreign relations, state and local powers, limitation on the exercise of government powers, and the Bill of Rights. 4 quarter hours

LGS4005 Advanced Legal Research and Writing
Prerequisite: LGS1006
This is a practical course on immigration law and procedures and includes the history and administration of U.S. immigration law. Topics include citizenship, admission to the United States, refugees, and political asylum. Students will gain experience in completing numerous immigration forms, including applications for naturalization and applications for employment authorization. 4 quarter hours

LGS4006 Immigration Law
Prerequisite: LGS1006
This course is designed to give the student a basic understanding of constitutional law. The course will provide an overview of the Constitution itself, coupled with the beliefs and purpose of its framers. The ongoing controversies over jurisdiction of original intent versus the evolutionary interpretation of the Constitution will also be examined. Topics covered will include separation of powers in the national government, regulation of commerce, taxing and spending powers, war and national defense, conduct of foreign relations, state and local powers, limitation on the exercise of government powers, and the Bill of Rights. 4 quarter hours

LGS4008 Litigation Support Management
Prerequisite: LGS1006, LGS2001
LGS4008 is an intensive drafting course where students have the opportunity to concentrate on preparing complex pleadings and motions related to the pretrial, trial, and appeal processes. The focus is on developing practical skills in the legal analysis necessary to identify and pursue an appropriate cause of action in a civil case. 4 quarter hours
LGS4010 Evidence
Prerequisite: LGS1006, LGS2001
This course is designed to provide a thorough study of the rules of evidence. Emphasis will be placed on application of the rules in preparing and presenting evidence for trial. The role evidence plays in the legal system and the paralegal’s responsibility in finding, collecting, handling, labeling, and preparing evidence for litigation will be examined. Since evidence is one of the most critical parts of civil and criminal legal actions, this course will present the essential skills necessary for students using evidence law, and allow for students to apply and practice what they learn. 4 quarter hours

LGS4020 Advanced Real Estate Law
Prerequisite: LGS1006, LGS2005
This course is an advanced study of real property law relating to title examination, foreclosures, and preparation of commercial closing documents. Emphasis will be placed on practical work, including examination of titles by obtaining information from the public records and drafting title insurance forms. 4 quarter hours

LGS4030 Employment Law
Prerequisite: LGS1006
Employment Law is designed to provide students with an overview of the legal relationship between employer and employee. Areas covered include federal and state laws governing discrimination, wrongful termination, and privacy. Students will get practical experience in drafting an employment policy manual that addresses sexual harassment, Americans with Disabilities Act, and other employment issues. Other topics studied include pre-employment concerns, employee benefits, and other ethical issues in employment law. 4 quarter hours

LGS4050 Environmental Law
Prerequisite: LGS1006
LGS4050 provides a thorough overview of the government systems that form environmental policy. This course covers the federal statutes on environmental law, including, but not limited to, the Clean Air Act, Clean Water Act, and Toxic Substances Control Act, as well as administrative procedures used to enforce the various laws. International environmental law will be explored, also. 4 quarter hours

LGS4055 Intellectual Property
Prerequisite: LGS1006
This course explores the areas of patent, trademark, and copyright and how they are bound up with antitrust law and government regulations. Topics include competition among businesses and protection of intellectual property in the global market place. Students will apply substantive legal concepts to protection of intellectual property including poetry, lyrics, advertising, inventions, and product names. 4 quarter hours

LGS4060 Legal Externship II
Prerequisites: All legal courses or concurrent Legal Externship II is a 120-hour supervised practical experience in a law firm, corporate legal department, or government entity. It provides students with an opportunity to make the transition from classroom knowledge and theory to practical applications. This course is strongly recommended for students who have never worked in a legal setting. 4 quarter hours

LGS4075 Legal Topics Seminar
Prerequisites: All legal courses or concurrent This capstone course will be conducted in a seminar format where students can apply their broad knowledge of the paralegal profession through specific projects integrating work related competencies with academic information. Students will review the various skills learned in the legal studies curriculum and take a comprehensive outcome assessment exam. The major objective of this course is successful completion of the capstone project. 4 quarter hours

Math
MAT0099 Principles of Algebra
Principles of Algebra is designed to develop basic concepts in algebra needed in more advanced coursework. The approach emphasizes the relationship between arithmetic and algebra, using graphs and applications to motivate students and to provide real world examples. The course begins with signed numbers, proceeds to solving linear equations, introduces the Rectangular Coordinate System and graphs, and concludes with the arithmetic of polynomials. A minimum grade of C is required to pass this course. 4 quarter hours

MAT1001 Intermediate Algebra
Prerequisite: MAT0099 or exemption thereof. Co or Prerequisite: ENG1001
Intermediate Algebra is a continuation of MAT0099 exploring the arithmetic of polynomials, factoring, systems of linear equations, solving quadratic equations, and applying algebra techniques to problem solving and applications. 4 quarter hours

MAT1002 College Mathematics
Prerequisite: MAT0099 or exemption thereof. Co or Prerequisite: ENG1001
College Math is a survey course emphasizing inductive and deductive reasoning, concepts from set theory, applications of Venn diagrams, elements of formal logic, common formulas and relationships from geometry, and an introduction to probability and statistics. 4 quarter hours

MAT2058 Statistics
Prerequisite: MAT1001 or MAT1002
Statistics introduces the student to the terminology and techniques of Statistics including levels of measurement, measures of central tendency and variance, random variables, linear correlation and regression, normal probability distributions, sampling distributions, the Central Limit Theorem, and hypothesis testing. 4 quarter hours

MBA5000 Financial and Management Cost Analysis
An integrated approach to the study of financial and management cost analysis that describes the appropriate usage of reported information to support external and internal stakeholders’ decision-making activities. This is an option only for MBA students who have not completed the required courses in financial and managerial accounting (foundation courses). 4 quarter hours

MBA5001 Organization Behavior and Communication
This course addresses the issues of motivation, leadership, and communications. Included are negotiation, conflict resolution, and teambuilding. 4 quarter hours

MBA 5002 Microeconomics and Decision Making
Requires completion of a macroeconomics course.
Topics include the theory of the firm, wage and labor theory, and market structures. Decision tools include time value of money, expected value, and decision trees. 4 quarter hours

MBA5003 Strategic Environment
This course provides students with the foundational perspectives needed to understand the managerial challenges in today’s competitive market economy. Students will develop analytical tools and techniques for evaluating a firm’s external environment and its internal capabilities. These perspectives will give the student fundamental insights into the nature of competitive markets and the basis of firm level competitive advantage. This course includes an emphasis on the examination of frameworks that students use to assess the relevant economic, ethical, and legal implications and requirements of today’s business environment with particular emphasis on the legal responsibilities of firms and managers. 4 quarter hours

MBA5005 Law and Ethics for Managers
This course provides a framework for managers to understand and assess the ethical and legal responsibilities of managers and the implications of their decisions. The course introduces an ethical framework for managers and explores the constitutional foundation for laws and regulations that affect business, the current legal environment, employment and civil rights law, major regulations, corporate governance, securities and financial transactions and international law.

MBA6001 Business Analysis
Prerequisites: Fundamental Courses
This course is designed to apply theory and tools to assess domestic and global markets, establish sources of capital, assess risks, and analyze processes. This analysis and assessment will provide the organization with the foundation to begin addressing market needs. 4 quarter hours

Description of Courses

Master of Business Administration

MBA5000 Financial and Management Cost Analysis
An integrated approach to the study of financial and management cost analysis that describes the appropriate usage of reported information to support external and internal stakeholders’ decision-making activities. This is an option only for MBA students who have not completed the required courses in financial and managerial accounting (foundation courses). 4 quarter hours

MBA5001 Organization Behavior and Communication
This course addresses the issues of motivation, leadership, and communications. Included are negotiation, conflict resolution, and teambuilding. 4 quarter hours

MBA 5002 Microeconomics and Decision Making
Requires completion of a macroeconomics course.
Topics include the theory of the firm, wage and labor theory, and market structures. Decision tools include time value of money, expected value, and decision trees. 4 quarter hours

MBA5003 Strategic Environment
This course provides students with the foundational perspectives needed to understand the managerial challenges in today’s competitive market economy. Students will develop analytical tools and techniques for evaluating a firm’s external environment and its internal capabilities. These perspectives will give the student fundamental insights into the nature of competitive markets and the basis of firm level competitive advantage. This course includes an emphasis on the examination of frameworks that students use to assess the relevant economic, ethical, and legal implications and requirements of today’s business environment with particular emphasis on the legal responsibilities of firms and managers. 4 quarter hours

MBA5005 Law and Ethics for Managers
This course provides a framework for managers to understand and assess the ethical and legal responsibilities of managers and the implications of their decisions. The course introduces an ethical framework for managers and explores the constitutional foundation for laws and regulations that affect business, the current legal environment, employment and civil rights law, major regulations, corporate governance, securities and financial transactions and international law.

MBA6001 Business Analysis
Prerequisites: Fundamental Courses
This course is designed to apply theory and tools to assess domestic and global markets, establish sources of capital, assess risks, and analyze processes. This analysis and assessment will provide the organization with the foundation to begin addressing market needs. 4 quarter hours
Description of Courses

MBA6002 Firm and Market Development
Prerequisites: Fundamental Courses
Firm and Market Development address the issues of developing and designing products and services. Also addressed are the means by which resources are acquired to facilitate the design of products/services and the required facilities and support systems. 4 quarter hours

MBA6003 Managing Firm Operations
Prerequisites: Fundamental Courses
Managing Firm Operations examines the activities required to manage the ongoing organizational activities required to satisfy constituent needs. Integration of the management of cash, securities, and debt to support the inventory and scheduling is addressed. This in turn, supports the delivery of products and services to the user through market channels. The course also addresses the support systems required for these activities. 4 quarter hours

MBA6004 Managing the Supply Chain
Prerequisites: Fundamental Courses
This course develops the concepts of linking the customer/provider relationships. Such topics are strategy, alliances, contract negotiation, network configuration, enterprise resource planning, and performance measurement are addressed. 4 quarter hours

MBA6101 Global Financial Management
Prerequisites: Core courses
This course introduces the students to the issues facing financial managers of multinational firms. Major topics include an overview of global capital markets, exchange rate determination, foreign exchange risk and hedging, international tax and legal considerations, and cross-border valuation. 4 quarter hours

MBA6102 Entrepreneurial Finance, Venture Capital, and Initial Public Offerings
Prerequisites: Core Courses
This course focuses on the major issues confronting the financial manager in an emerging/developing firm. These issues range from raising capital through private sources to structuring an initial public offering. Topics include valuation, short-term capital management, risk management, private equity financing, how and when to go public and financial strategies for selling/dissolution. 4 quarter hours

MBA6103 Financial Instruments and Markets
Prerequisites: Core Courses
This course introduces students to the workings of the major types of securities markets including debt, equity, and derivatives markets. The emphasis is on the workings of and risks associated with each. 4 quarter hours

MBA6104 Mergers, Acquisitions, and Corporate Restructuring
Prerequisites: Core Courses
This course examines the motives and accomplishment of mergers, acquisitions, leveraged buyouts, and other forms of restructuring. Topics include legal and regulatory issues, negotiation and terms restructuring, valuation, and due diligence. 4 quarter hours

MBA6105 Investment and Portfolio Management
Prerequisites: Core Courses
This course introduces the major issues associated with developing and managing a portfolio of debt, equity, and derivative securities. Topics include portfolio and efficient markets theory, financial markets, and investment selection and management. 4 quarter hours

MBA6201 Consumer Behavior
Prerequisites: Core Courses
This course examines the psychological, social, and managerial interactions that motivate buyers to purchase goods and services. 4 quarter hours

MBA6202 Market Research
Prerequisites: Core Courses
This course details the research process, sources and collection of data, and the analysis and presentation of the research results. 4 quarter hours

MBA6203 Advertising and Promotion
Prerequisites: Core Courses
This course examines the major marketing media alternatives and the means to integrate efforts to develop and maintain long-term profitable customer relationships. 4 quarter hours

MBA6204 Global Marketing
Prerequisites: Core Courses
This course examines the means by which products are developed to address the needs of differing local markets and to determine markets for existing products. An emphasis is placed on the legal, regulatory, political, and cultural issues that must be considered. 4 quarter hours

MBA6205 E-Commerce
Prerequisites: Core Courses
This course presents the ecommerce enterprise business strategy model. Also developed are the customer interfaces, communications, and branding required of this approach to marketing. 4 quarter hours

MBA6230 Hospitality Systems and Policy Formulation
Prerequisites: Completion of Core courses and all required and elective Hospitality Management courses
This course focuses on the decision making and policy formulation related to internal and external factors in the hospitality and tourism industries, including the evaluation of strategic competitive methods. Discussions will include an analysis of journal readings, case studies, and discussions of established theories within the discipline. 4 quarter hours

MBA6301 External Auditing and Assurance
Prerequisites: Completion of the MBA Core Courses and ACC4050 (or equivalent graduate coursework)
This course explores assurance concepts associated with external auditing. Topics may include the regulatory environment applicable to external auditing, Generally Accepted Auditing Standards (GAAS), audit tools and techniques, audit reporting, professional conduct and ethics, statistical sampling, and information systems auditing. 4 quarter hours

MBA6302 Advanced Financial Accounting
Prerequisites: Completion of the MBA Core Courses and ACC3028 and ACC4035 (or equivalent graduate coursework).
This course explores Generally Accepted Accounting Principles (GAAP) associated with a corporation’s merger, acquisition, and foreign transactions and operations. Topics may include partnership transactions, International Financial Reporting Standards (IFRS), and advanced tools and techniques for governmental and not-for-profit entities. 4 quarter hours

MBA6303 Advanced Financial Reporting
Prerequisites: Completion of the MBA Core Courses and ACC3028 (or equivalent graduate coursework) and MBA6302.
This course explores reporting as specified by the Securities and Exchange Commission (SEC) under a variety of business and corporate circumstances. Topics may include the regulatory environment applicable to corporate entities (which includes reporting requirements under Sarbanes-Oxley), accounting restatements, forecasts, and projections. 4 quarter hours

MBA6304 Advanced Taxation
Prerequisites: Completion of the MBA Core Courses and ACC4020 (or equivalent graduate coursework).
This course explores the U.S. Internal Revenue Code applicable to estates, trusts, gifts, partnerships, and other corporate entities. Topics may include advanced tax planning, tax research, and tax implications of management decisions. 4 quarter hours

MBA6305 Advanced Accounting Information Systems
Prerequisites: Completion of the MBA Core Courses and ACC3010 (or equivalent graduate coursework).
This course continues the exploration of accounting information systems by examining the impact industry models and paradigms have on accounting information systems. Industries may include healthcare, financial services, information technology and software, manufacturing, and hospitality services. 4 quarter hours

MBA6306 Forensic and Fraud Auditing
Prerequisites: Completion of the MBA Core Courses and ACC3010, ACC4050, and MBA6301 (or equivalent graduate coursework).
This course explores the historical and current fraud environment faced by business organizations. Topics may include investigation, loss calculation, asset valuation, fraud risks, and control policies and procedures controls. 4 quarter hours

MBA6307 Corporate Controllersh
Prerequisites: Completion of the MBA Core Courses and MBA6303, MBA6302 (or equivalent graduate coursework).
This course explores the knowledge, skills, abilities, and professional experience needed
to become a successful corporate controller of a U.S. business organization. Topics may include strategic alignment of operating and financial systems, systems implementation, corporate reporting, budgetary control, and risk analysis. 4 quarter hours

**MBA6308 Accounting Services Consulting**

Prerequisites: Completion of the MBA Core Courses.
This course explores the potential consulting models, policies, and procedures associated with other professional accounting services. Topics may include client marketing, engagement management, consulting categories, scope of services, risk mitigation, and customer service. 4 quarter hours

**MBA6401 Global Importing and Exporting**

Prerequisites: Core courses.
This course explores how an organization conducts its importing and exporting operations to achieve its strategic goals. Topics may include integrating import/export processes into strategic organizational initiatives, management of third-party service providers and intermediaries, and the effects on the global operations. 4 quarter hours

**MBA6405 Global Human Resources**

Prerequisites: Core courses.
This course explores how human resources management within a national or international organization is affected by the global business environment. Topics may include recruitment, staffing, training, compensation, supervision, employment law, and performance within an international context. 4 quarter hours

**MBA6410 Ports Management and Shipping Administration**

Prerequisites: Core courses.
This course explores tactical and strategic issues involved in the successful operation of transportation ports and shipping in the international supply chain. Topics may include examination of unique features among port facilities across all transportation methods, physical facilities and operations, staffing, risk assessment, and relevant local, national, and international laws and regulations. 4 quarter hours

**MBA6501 Strategic Human Resources Management**

Prerequisites: Completion of the MSL foundation Courses.
This course explores human resources from a strategic perspective to help an organization achieve its goals. Topics may include investments in human resources, workforce demographic trends, theories of human resource management, workforce training and development, workforce utilization and assessment, and performance management systems. 4 quarter hours

**MBA6502 Legal Environment of Employment Relationships**

Prerequisites: Completion of the MBA Core Courses and MBA6501.
This course explores the legal environment of modern employment relationships. Topics may include the theory and practices surrounding public policy applicable to employment, labor law, compensation and wages, privacy, medical leave, termination, occupational and safety regulations. 4 quarter hours

**MBA6503 Organizational Staffing and Development**

Prerequisites: Completion of the MBA Core Courses and MBA6501.
This course explores the theory and practices involved in acquiring and developing an organization’s workforce. Topics may include HR planning and analysis, execution and evaluation of recruitment methods, adult learning theories, development of training content, and execution and evaluation of development activities. 4 quarter hours

**MBA6504 Organizational Compensation and Benefits**

Prerequisites: Completion of the MBA Core Courses and MBA6501.
This course explores the theory and practices of compensation and benefits. Topics may include individual and group compensation and benefits, selection and evaluation of compensation and benefit plans, performance and incentive plans, and linkage of compensation to strategic goals. 4 quarter hours

**MBA6505 Organizational Development and Change Management**

Prerequisites: Completion of the MSL foundation Courses.
This course explores the theoretical grounding and practical approaches necessary to effectively diagnose organizational problems, develop intervention approaches, and implement organizational solutions. Topics may include entering and contracting, organizational diagnostic models, organizational surveys, change impediments, managing the change process, organizational/interpersonal/group interventions, and evaluation approaches. 4 quarter hours

**MBA6999 Strategic Development and Implementation**

Prerequisites: Core Courses and Specialization.
This course explores the methods of directing a firm, or a significant division thereof in an international competitive environment. Students will develop an understanding of the way in which general managers formulate and implement business level strategy and corporate level strategy in today’s market economy. These techniques will incorporate tools and perspectives for international and cooperative strategy. In this course students will also develop skills and perspectives in corporate leadership, corporate parenting, and corporate entrepreneurship. 4 quarter hours

**Description of Courses**

**Master of Criminal Justice**

**MCJ5001 Foundations in Criminal Justice**

Prerequisites: None.
This course provides a comprehensive overview of the process and relationships between the components of the criminal justice system. Topics will include an evaluation of theoretical and applied criminal justice models, interactions between practitioners, defendants, victims, witnesses, the media and the public. Discussions also include a critical examination of the myths and misconceptions that surround the criminal justice system and the controversial issues and trends it produces. 4 quarter hours

**MCJ5002 Advanced Techniques of Basic and Applied Research in Criminal Justice**

Prerequisite: CRJ2060 or CRJ2061.
This course focuses on the application of advanced scientific methods used as a means for inquiry, description, and analysis of crime and the behavior of the criminal justice system. 4 quarter hours

**MCJ5003 Ethics and Moral Behavior in the Criminal Justice System**

Prerequisites: None.
This advanced course in ethics and moral behavior discusses, examines, considers, and critiques the various facets of justice, crime, and ethics within the criminal justice system. A major emphasis will be placed on the theoretical foundations of ethics as they apply to the fields of criminal justice practice. Students will examine the diverse values and ethical dilemmas that arise in law enforcement, the courts and corrections. In addition, we will explore the same concerns in the formulation of crime control policies at the federal, state, and local levels. 4 quarter hours

**MCJ6001 Criminal Justice Administration**

Prerequisites: None.
A critical examination of theories, concepts, and principles concerned with organizational behavior and functions of personnel administration with special attention paid to criminal justice applications. More specifically, how these concepts may be practically applied to administrative and managerial practices in criminal justice organizations. 4 quarter hours

**MCJ6002 Juvenile Justice Administration**

Prerequisite: CRJ 3012 or equivalent.
This class will provide an assessment of the current policies and practices of agencies that process youthful offenders. Students will examine, discuss and critique the underlying philosophy, procedures, and administration of the juvenile justice system. Major concerns will center on the effectiveness of the contemporary juvenile court, including an assessment of the policies and practices of agencies involved in processing youthful offenders through the juvenile court system. Student discussions will relate these issues to current and developing public policy. 4 quarter hours

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Description of Courses

MCJ6603 Criminological Theory
Prerequisites: None
This course provides a comprehensive analysis of major classical and current criminological perspectives including social, behavioral and biochemical theories of crime. Particular attention is given to sociological constructions of criminality. 4 quarter hours

MCJ6604 Criminal Justice Planning and Innovation
Prerequisites: None
This course discusses the application of planning theory and techniques to the criminal justice system as well as to agency specific problems. The class emphasizes problem identification, goal setting, forecasting, and the selection of alternative courses of action. Students become familiar with computerized data analysis and case study simulation in order to illustrate suitable planning techniques as well as pitfalls that can be avoided by implementing such techniques. 4 quarter hours

MCJ6401 Critical/Controversial Issues: Law Enforcement
Prerequisites: None
This course focuses upon contemporary critical and controversial issues confronting law enforcement organizations. Discussions may include such topics as police functions; discovery of crime; gender, sexual orientation and/or race ethnicity issues; the changing role of the police; police training and abuse of authority; local, State and Federal interagency relations; domestic terrorism; police/media relations; police/community relations; civil liability; hazards of policing; and, progressive changes in law enforcement. 4 quarter hours

MCJ6402 Critical/Controversial Issues: Corrections
Prerequisites: None
This course presents an incisive discussion of diverse issues in corrections today by examining contemporary challenges facing corrections, such as the realities of prison life, the courts and corrections, the rehabilitation debate, and corrections in the community. Discussions will also include a critical overview of problems and issues confronting contemporary correctional institutions such as AIDS in prison, prison gangs, aging populations, physical and mental disabilities, women in prison, privatization, professionalism among correctional officers, and the use of technology and community rehabilitative options. 4 quarter hours

MCJ6403 Special Topics in Criminal Justice Organizational Management
Prerequisites: MCJ 6001 & MCJ 5002
This course presents an in-depth analysis of the latest professional literature in criminal justice organizational management. The course emphasizes interrelationships among law enforcement, law/courts, corrections and juvenile justice components of the criminal justice system. Discussions will challenge current and prospective practitioners to come face-to-face with critical issues confronting today’s criminal justice agency administrators and staffs. 4 quarter hours

MCJ6404 Political Terrorism
Prerequisites: None
This course presents an overview of the characteristics and causes of terrorism emerging in the 21st century. Students are exposed to the emergence of modern terrorism from several different areas of the world as well as an analysis from a criminal justice perspective of terror movements affecting the United States. Relevant issues include domestic terrorism undertaken for political purposes in liberal states, state sponsored international and domestic terrorism, and the dilemmas of counterterrorism in a democracy. 4 quarter hours

MCJ6405 Organizational Leadership
Prerequisites: None
This course provides a survey overview of the major theories and research on leadership and managerial effectiveness in formal organizations with practical suggestions for improving leadership skills. Students will focus on the practical and theoretical applications of charismatic and transformational leadership, creating and communicating vision and values, inspiring others to act, risk management, empowerment, building trust and teamwork, mentoring, managing change, and converting crisis into opportunity. 4 quarter hours

MCJ6410 Legal Issues in Criminal Justice
Prerequisites: None
Using case law, this course examines a variety of legal issues critical to a thorough understanding of the various aspects of the criminal justice system. Case briefs in this course provide accurate and concise coverage of topics of vital importance to criminal justice managers and personnel including: law enforcement, prison law, probation, parole, the death penalty, juvenile justice, and sentencing mandates. 4 quarter hours

MCJ6505 Management of Critical Incidents
Prerequisites: None
The course provides students the opportunity to recognize, classify, and manage a wide variety of emergency situations initiated through electronic, biological, nuclear, political, or other means. Topics may include emergency response planning, incident readiness documentation and testing, and communications strategies. 4 quarter hours

MCJ6601 Resource and Agency Coordination
Prerequisites: None
This course exposes students to large-scale coordination challenges involved in responding to critical incidents when dealing with the wide variety of resources and agencies involved. Topics may include identification, prioritization, and assessment of resources (including financial, human, information, and physical) and agencies (including local, state, national, and international). 4 quarter hours

MCJ6502 Special Topics in Homeland Security
Prerequisites: MCJ6601, MCJ5002
This course exposes students to contemporary topics in homeland security and explores pressing national and international issues within the profession. 4 quarter hours

MCJ6701 Theory and Practice of Community Corrections and Re-Entry Programs
Prerequisites: None
This course will examine the theory, structure, functions, and effectiveness of community corrections programs. The course will focus particular attention on de-institutionalization of offenders, community-based treatment centers, community service agencies, work-release programs, re-entry and current trends in community corrections. 4 quarter hours

MCJ6705 Theory and Practice of Institutional Corrections
Prerequisites: None
This course examines correctional practice and reform in the United States and the correctional component of the criminal justice system as a means of social control. A variety of political, social, and legal contexts will be explored. 4 quarter hours

MCJ6725 Capital Punishment
Prerequisites: None
This course presents an in-depth analysis of capital punishment in the U.S. The course emphasizes capital punishment theories, policies, and effectiveness. Discussions will challenge current and prospective practitioners to come face to face with critical issues in the current corrections environment. 4 quarter hours

MCJ6810 Advanced Digital Forensics
Prerequisites: IST 5070
This course presents an in-depth analysis of digital forensics techniques and their applications to cyber crime and information security. Topics may include data collection and manipulation, data analysis and reporting, forensic tools and methodologies, applicable laws governing digital forensics, and documentation of forensic examinations. 4 quarter hours
MCJ6820 International Cyber Crime and Information Systems Security
Prerequisites: IST5070
This course examines the international implications of cyber crime, risk assessment, and information security for a wide variety of organizations. Topics may include international security standards and practices, risk assessment in international organizations, and evolving technologies used to perpetrate international cyber crimes. 4 quarter hours

MCJ6996 Applied Research Project: Part I
Prerequisites: MCJ5002
The applied research project will consider a problem in a criminal justice agency familiar to the student. The student will be expected to develop a relationship with a criminal justice agency in the jurisdictional area where the student lives. The project will culminate in a comprehensive analysis of a significant case problem, incident, or policy dilemma identified by the agency. By the end of MCJ5002, students developed a proposal identifying the problem, the data to be collected and analyzed, a list of viable alternatives and a set of evaluation criteria used in selecting the best course of action to resolve a problem. The objective of the four (4) course sequence (MCJ6996, MCJ6997, MCJ6998, and MCJ6999) is to produce a comprehensive analytical report of the students’ research, suitable for submission to an academic journal. Part II (MCJ6997) will introduce the student to writing the methods and results section of the paper. 1 quarter hour

MCJ6997 Applied Research Project: Part II
Prerequisites: MCJ6996
The applied research project will consider a problem in a criminal justice agency familiar to the student. The student will be expected to develop a relationship with a criminal justice agency in the jurisdictional area where the student lives. The project will culminate in a comprehensive analysis of a significant case problem, incident, or policy dilemma identified by the agency. By the end of MCJ5002, students developed a proposal identifying the problem, the data to be collected and analyzed, a list of viable alternatives and a set of evaluation criteria used in selecting the best course of action to resolve a problem. The objective of the four (4) course sequence (MCJ6996, MCJ6997, MCJ6998, and MCJ6999) is to produce a comprehensive analytical report of the students’ research, suitable for submission to an academic journal. Part II (MCJ6997) will introduce the student to developing a thesis statement and writing the introduction section of the paper. 1 quarter hour

MCJ6998 Applied Research Project: Part III
Prerequisites: MCJ6997
The applied research project will consider a problem in a criminal justice agency familiar to the student. The student will be expected to develop a relationship with a criminal justice agency in the jurisdictional area where the student lives. The project will culminate in a comprehensive analysis of a significant case problem, incident, or policy dilemma identified by the agency. By the end of MCJ5002, students developed a proposal identifying the problem, the data to be collected and analyzed, a list of viable alternatives and a set of evaluation criteria used in selecting the best course of action to resolve a problem. The objective of the four (4) course sequence (MCJ6996, MCJ6997, MCJ6998, and MCJ6999) is to produce a comprehensive analytical report of the students’ research, suitable for submission to an academic journal. Part III (MCJ6998) will introduce the student to writing the methods and results section of the papers. 1 quarter hour

MCJ6999 Applied Research Project: Part IV
Prerequisites: MCJ6998
The applied research project will consider a problem in a criminal justice agency familiar to the student. The student will be expected to develop a relationship with a criminal justice agency in the jurisdictional area where the student lives. The project will culminate in a comprehensive analysis of a significant case problem, incident, or policy dilemma identified by the agency. By the end of MCJ5002, students developed a proposal identifying the problem, the data to be collected and analyzed, a list of viable alternatives and a set of evaluation criteria used in selecting the best course of action to resolve a problem. The objective of the four (4) course sequence (MCJ6996, MCJ6997, MCJ6998, and MCJ6999) is to produce a comprehensive analytical report of the students’ research, suitable for submission to an academic journal. Part IV (MCJ6999) will introduce the student to writing the Discussion and Conclusions section of their paper, an abstract, as well as some of the “book end” requirements (e.g., Table of Contents, Reference List, etc.). Students will be required to turn in their final product by the end of this class. 1 quarter hour

Management
MGТ2037 Principles of Management
Prerequisites: None
The latest major approaches and techniques of management are studied, including planning, systems management, new organizational concepts, computer influence, controlling, and quantitative measurement. 4 quarter hours

MGТ3002 Organizational Behavior
Prerequisite: MGT2037
This course advances the concepts learned in the Principles of Management. In addition, behavior in organizations is studied, and the principles of motivation, leadership, work groups, and communication. 4 quarter hours

MGТ3035 Fundamentals of Project Management
Prerequisites: ACC1002 and MGТ2037
This course will provide the student with an understanding of the main principles of project management. It will provide real-world examples of how and when to apply these principles, including financial, accounting, and budgeting considerations. An overview and usage of project planning software package will also be provided. 4 quarter hours

MGТ3045 Human Resources Management
Prerequisites: MGТ3002 or CRJ4010
This course represents a realistic study of the principles and practices of personnel management, major factors in personnel problems and labor relations, and the organization of personnel work. Attention is also given to the task of procuring, developing, maintaining, and using an effective team. 4 quarter hours

MGТ3050 Organizational Change Management
Prerequisites: CRJ4010 or BUS3002
The methods and processes of planned change are examined. This course will emphasize design and implementation of continuous improvement systems and issues related to constant change. Change models are examined and students are given opportunities to apply these models to case studies and scenarios. Students are given the skills and tools to facilitate organizational change processes in organizations. 4 quarter hours

MGТ3059 Operations Management
Prerequisite: MGТ2037 and BUS3008
This course focuses on the production and operations component of business. Topics include operations strategy, forecasting of demand, managing capacity, design of goods and services, process and location planning, scheduling of jobs and projects, and job design. 4 quarter hours

MGТ3102 Leadership in Action
Prerequisites: MGТ3002
This course examines the art and science of leadership in complex organizations. The roles of leaders and managers at different levels of the organizational structure are analyzed. Students are given opportunities to apply personal characteristics of effective leaders and to examine the five primary forces that drive contemporary businesses. Through experiential activities, students discover the implications of collaborative management and effective leadership on the organization’s performance. 4 quarter hours

MGТ4027 Global Business Management
Prerequisites: ECO2072, ECO2071
Students study characteristics of international management and the basis for business among countries. Different perspectives on organizational behavior, human resource management, management styles and the practical aspects of international management are discussed. Business in the international environment is interpreted from a strategic management and marketing perspective that yields practical guidance concerning the management of firms and social responsibility. 4 quarter hours

MGТ4054 Small Business Management
Prerequisites: MGТ2037, MKT3009, FIN3030
In this course, students study the special problems of initiating and managing a small business. The course integrates the functions of finance, marketing and management and stresses the special discipline and characteristics required of the small business entrepreneur. 4 quarter hours
Master of Healthcare Administration

MHC6301 Healthcare Structure, Organization, and Governance
Prerequisites: Core Courses
This course examines the way healthcare organizations are structured, organized, and governed to achieve optimal performance. Explores the various subsystems of healthcare delivery and the way in which these interrelate in the marketplace. 4 quarter hours

MHC6302 Public Health Organization and Management
Prerequisites: Core Courses
This course examines the assessment and understanding of the health status of populations, determinants of health and illness, and health risks and behaviors in diverse populations. It also reviews federal and state emergency management procedures and services with lessons learned from recent national and foreign disasters. 4 quarter hours

MHC6303 Financial Management of Healthcare Organizations
Prerequisites: Core Courses
This course examines budgeting, reimbursement, financial planning, capital planning, financial statement analysis, and financial decision-making in healthcare organizations. 4 quarter hours

MHC6304 Quality Performance and Management
Prerequisites: Core Courses
This course examines the quality assessment of both business practices and healthcare delivery focusing on outcome measurements, process/outcome relationships, and methods for process improvement. Quality management tools and techniques are reviewed with a focus on patient safety, clinical quality, care outcomes, and cost benefit analysis in patient care. 4 quarter hours

MHC6305 Health Policy
Prerequisites: Core Courses
This course examines the formulation, implementation, and evaluation of government health policy both at the state and federal levels, and the manner in which public, private, and social forces influence the politics of healthcare, shape the system, and impact healthcare providers. 4 quarter hours

MHC6306 Case Studies in Healthcare Administration
Prerequisites: Core Courses
Through the application of cases in health care administration, students are provided an opportunity to draw upon and apply material covered throughout the program of study and to demonstrate skills in continuous learning through information access, synthesis and use in critical thinking. 4 quarter hours

Master of Information Systems

MIS3101 Applications of Management Information Systems
Prerequisite: ITS1101
The course provides an introduction to applications of business modeling such as entity relationship diagrams and dataflow diagrams. This course emphasizes application of management information system tools to support modeling. 4 quarter hours

Marketing

MKT2009 Principles of Marketing
This is an introductory course in the primary activities and practices of domestic and global marketing. It provides an overview of the marketing environment, consumer behavior, market segmentation and target marketing, branding, the distribution of goods and services, the pricing system, promotional and communication activities, and new product development. 4 quarter hours

MKT3009 Marketing Management
Prerequisites: MKT2009 and MAT2058
This course studies the marketing process and the business environment in which it operates. The emphasis is on the role of the marketing manager and the basis for strategic and tactical marketing decisions required for achieving the firm’s strategic business goals. 4 quarter hours

MKT4102 Consumer Behavior and Marketing Research
Prerequisite: MKT3009
Examines the psychological and sociological factors that influence consumption and decision-making. Studies the practical implications of consumer attitudes and behavior for such marketing activities as merchandising, market research, distribution, product development, pricing, branding, and ecommerce. Students are also exposed to applications of traditional and electronic media procedures and theories involved in solving marketing problems related to customer and competitive intelligence and marketing information systems. 4 quarter hours

MKT4103 Marketing, Sales, and Channel Management
Prerequisite: MKT3009
Develops an understanding of the marketing, sales and channel management functions in organizations. An awareness of the interrelated nature of these functions is developed. Students are given an opportunity to examine the nature of the interdependency through simulations, case studies, and experiments. Through these activities, students will explore the strategic and operational aspects of marketing, sales, and channel functions. Students will also explore methods of maintaining relationships between firms and their channel partners including, strategic channel design, channel evaluation, and managing marketing, sales and channels for competitive advantage. 4 quarter hours
MKT4104 Retail Marketing
Prerequisite: MKT3009
Designed to present and integrate basic principles in decision areas such as location, layout, organization, personnel, merchandising, pricing, sales promotion, traditional and e-commerce marketing strategies and channel development considerations. Focuses on strategic management and marketing perspective of retail merchandising.
4 quarter hours

MKT4105 Services Marketing
Prerequisite: MKT3009
The applications of marketing principles are applied to the service sector. This course focuses on customer demand for assessment of services, the employee/customer interface, service operation management, services marketing mix, and development of marketing plans for service organizations. Students will also develop service quality measures, analyze cross function issues between marketing and operations.
4 quarter hours

MKT4106 Advertising and Promotion
Prerequisite: MKT3009
This course helps students understand how to plan, develop and execute integrated marketing communications programs using the tools of advertising, direct marketing, sales promotion, public relations, internet advertising, and personal selling.
4 quarter hours

Nursing

NSG3001 Introduction to the Profession of Nursing
This course introduces professional nursing as a discipline based profession, centered in the art of caring and integrating principles of holism in its foundation of service. Topics discussed include evolution and philosophy of nursing, theoretical foundations of practice, legal and ethical issues, healthcare delivery systems, finance and health care policy. Students are introduced to critical thinking, the nursing process and documentation. Students learn the unique contribution of nursing to society. The health illness continuum, health promotion, basic human needs, therapeutic communication, and nurse client interactions are explored, including the interdisciplinary team approach.
4 quarter hours

NSG3005 Transition into Professional Nursing for RN's
This course introduces the student to the rationale and values of baccalaureate nursing practice. Students select, research, analyze and evaluate current issues affecting the nursing profession. The student explores the meaning and implications of the five integral components of the nursing profession: Caring, Communication, Critical Thinking, Professionalism and Holism.
4 quarter hours

NSG3009 Principles of Assessment
This course introduces the beginning level nursing student to a systems approach to physical assessment. Each physiological system will be studied with inclusion of normal or expected findings as well as abnormal or pathological findings. A lifespan approach and an end of course integration toward a comprehensive holistic assessment of person will be included. Therapeutic communication skills and cultural diversity issues are integrated.
4 quarter hours

NSG3011 Principles of Assessment Lab
This laboratory course is designed to provide the student with practical application of NSG3009. Students will be expected to integrate all components of assessment to perform comprehensive holistic assessments. Students practice interviewing skills, obtain health histories, and perform physical assessments. Satisfactory performance of all assessment skills is necessary for successful completion of the course.
4 quarter hours

NSG3012 Principles of Assessment for the Registered Nurse
This course builds on the physical assessment skills of the registered nurse. The course takes a systems approach to physical assessment and includes both normal and abnormal findings.
4 quarter hours

NSG3014 Critical Reading, Studying and Thinking in Nursing
Designed to equip nursing students with the active learning skills needed to excel in the nursing education program, emphasis will be on critical reading, self-management and complex knowledge acquisition as well as development and application of critical thinking to actual material students will be studying. Concrete strategies for preparing for and taking tests will be included.
2 quarter hours

NSG3016 Caring for a Multicultural Society
This course will focus on ways to assist the nurse to provide holistic care in a multicultural society. Theories related to culture and caring, wholism and spirituality will be used as a foundation for understanding our multicultural world. Specific cultural practices, beliefs and issues affecting the health of persons and communities will be studied.
2 quarter hours

NSG3022 Pharmacotherapeutics I
This course addresses the basic principles of pharmacology and studies drugs using a pharmacotherapeutics approach. The course will focus on the major pharmacological classifications and will utilize a prototype approach. Current pharmacological principles, therapeutic effect, drug interactions, and side effects are emphasized. Drugs that affect neurological, cardiovascular, fluid and electrolyte, and hematological balance are included.
3 quarter hours

NSG3023 Fundamentals of Nursing
This course focuses on holistic caring for basic human needs. Strategies to promote health and well-being are identified for inclusion into the care of the person. Also included is the care of persons with special needs including clients with immobility problems, skin integrity and wound problems, sensory alterations, the surgical client, elders and those requiring extended care. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice.
3 quarter hours

NSG3024 Fundamentals of Nursing Skills Lab
This laboratory course is designed to provide the student with practical application of NSG3023. Students are expected to prepare for each class session by reading or completing all assigned materials in advance. This class concentrates on psychomotor performance. Students will practice skills until proficient. Practice sessions may involve class partners and laboratory manikins and a variety of supplies and equipment. Students must satisfactorily perform all assigned skills to successfully complete the course.
4 quarter hours

NSG3027 Fundamentals of Nursing Practice
This first clinical course is designed to provide the student with practical application of NSG3023 and NSG3024 and to assist the beginning level student to become grounded in caring for elders and persons requiring long-term care. This course will be conducted in extended care facilities where students will focus on the skills of communication, assessment, and assisting residents with personal hygiene, feeding and mobility. Skills requiring sterile technique such as wound care and catheterization will be integrated after these skills have been successfully completed in NSG3024. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice.
2 quarter hours

NSG3028 Caring for the Community
This course focuses on the role of the nurse in the community. The community focus includes caring for people in the home, school, workplace, health department, as well as various agencies. Content focuses on the environment, epidemiological issues, and vulnerable populations across the lifespan, communicable disease, and health promotion. The principles of professional nursing care to culturally diverse individuals, families and groups are integrated throughout the health illness continuum.
4 quarter hours

NSG3032 Pharmacotherapeutics II
A continuation of NSG3022, this course addresses the basic principles of pharmacology and uses a pharmacotherapeutic focus to study drugs. The course will focus on the major pharmacological classifications and will utilize a prototype approach. Current pharmacological principles, therapeutic effect, drug interactions, and side effects are emphasized. Content includes drugs that are used in the treatment of endocrine, reproductive, respiratory, gastrointestinal, bone and joint, cancer, immunologic, inflammatory and infectious disorders.
3 quarter hours
Description of Courses

NSG3033 Caring for Adults I
This course serves as the foundational course in caring for adults with health alterations. This unit of study will concentrate on adults experiencing cardiovascular, respiratory, gastrointestinal, endocrine, hematological, immunological and oncological disorders. Concepts of pathophysiology, pharmacotherapeutics, and holistic assessment will be integrated throughout the course to promote assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG3034 Caring for Adults I – Practice
This clinical practice course is designed to provide the student with application of theoretical concepts from NSG3033. Students will focus on therapeutic communication, provide nursing care for adults experiencing health problems. The clinical focus will be related to adults experiencing cardiovascular, pulmonary, gastrointestinal, endocrine, cancer, immunological and hematological disorders. Emphasis is placed on the various nursing roles used to implement care and meet the needs of all adults and their families. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG3036 Introduction to Nursing Research
Students are introduced to concepts, issues and processes in nursing research and its application to practice. Emphasis is placed on the review, analysis, evaluation, and application of current nursing research. Selected research studies are critiqued. 3 quarter hours

NSG3042 Caring for Women and Neonates
This course provides the student with a foundation for caring for women and neonates. Emphasis is on caring for women before, during and after childbirth. Caring for the neonate is also addressed. Traditional and nontraditional treatments and management of women’s health issues are explored. Students will critically examine contemporary issues and concerns in gynecological and reproductive health care. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 4 quarter hours

NSG3043 Caring for Women and Neonates – Practice
This course is designed to provide the student with clinical application of NSG3042. Clinical experiences are provided in acute care settings including maternity services and newborn nursery and neonatal intensive care settings. Selected community experiences will also be included. Students utilize critical thinking skills in application of the nursing process in the care of neonates and women. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 4 quarter hours

NSG3044 Caring for Adults II
This course concentrates on caring for adults with sensory and neurological disorders. Concepts of pathophysiology, pharmacotherapeutics, and holistic assessment will be integrated throughout the course to promote critical thinking and assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG3045 Caring for Adults II – Practice
This course is designed to provide the student with the clinical application of NSG3044. Students develop increased nursing skills, including problem solving and decision making, as they work toward becoming independent. 3 quarter hours

NSG3069 Caring for Diverse & Vulnerable Populations I
This course focuses on caring for aggregates, particularly vulnerable populations. Concepts related to community and public health nursing are addressed. Among these are environment, epidemiology, issues, and communicable disease. The nursing process is applied to groups and students are introduced to community-based care settings through observational experiences. Offered on the Columbia Campus only. 4 quarter hours

NSG4028 Concepts of Teaching and Learning
This course gives the registered nurse the opportunity to enhance his/her patient teaching skills and develop skills for staff education. Principles of learning, teaching strategies, communication and preparation of continuing education programs will be included. Considerations for teaching and learning with a diverse population will be explored. 4 quarter hours

NSG4029 Leadership in a Diverse Society
This course prepares the registered nurse, not only for a professional leadership role, but will enhance his/her ability to work with professionals of other cultures. This course emphasizes professional leadership while assisting to develop specialized nursing management skills. 4 quarter hours

NSG4045 Health Promotion Across the Life Span (elective)
This course prepares the student to practice wholistic health promotion across the life span. Content includes assessment and planning care for individuals, families and aggregates. Special emphasis will be given to diverse and vulnerable populations. 4 quarter hours

NSG4050 Caring for Children
This course provides an understanding of the health care needs of children from birth to adolescence. Caring for the child and the family are addressed using the framework of holism. Health promotion, acute and chronic health concerns and injury prevention are addressed with integration of child growth and development issues. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 4 quarter hours

NSG4051 Caring for Children – Practice
This course is designed to provide the student with the clinical application of NSG4050. Supervised clinical experience takes place with children of various ages both in acute care and community settings. Students will learn to care for children within the framework of holism and caring. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG4052 Caring for Adults III
This course concentrates on caring for adults with male reproductive, renal and urological and musculoskeletal disorders. Concepts of pathophysiology, pharmacotherapeutics, and holistic assessment will be integrated throughout the course to promote assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG4053 Caring for Adults III – Practice
This course is designed to provide the student with clinical application of theoretical content from NSG4052. This practicum offers students opportunities to provide supervised care for a culturally diverse adult population in acute care and home health settings with health care problems related to movement and coordination, urinary function and male reproductive disorders. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 3 quarter hours

NSG4055 Illness and Disease Management Across the Life Span
This course focuses on the experience of illness and chronicity. The student will apply concepts of health maintenance and restoration to individuals, families and aggregates.
Strategies to increase the quality of life and minimize complications will be addressed. 4 quarter hours

NSG4060 Caring for Adults IV
This course concentrates on caring for critically ill adults. Content includes caring for patients with multiple trauma, shock, dysrhythmias, respiratory failure, Multiple Organ Failure, emergency and critical care. The challenge of holistic caring in high technologic environments is addressed. Concepts of pathophysiology, pharmacotherapeutics, and holistic assessment are integrated throughout the course to promote assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG4061 Caring for Adults IV – Practice
This course is designed to provide the student with clinical application of theoretical content from NSG4060. This clinical practice offers students opportunities to provide supervised care for a culturally diverse adult population in critical/emergency acute care and home health hospice settings with health care problems related to multiple system failures. Experiences include providing supervised nursing care within the critical care units, emergency room, PACU, and home Hospice visits. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 3 quarter hours

NSG4062 Caring for Persons with Psychiatric/Mental Health Problems
This course provides the essential theoretical content for the performance of the professional mental health/psychiatric nurse. The conceptual framework of mental health/mental health problems is introduced in caring for culturally diverse individuals, families, and groups throughout the health illness continuum. Students will be introduced to psychiatric disorders, treatment modalities, and contemporary issues that affect persons with mental health/psychiatric problems. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. Emphasis will be placed on therapeutic communication. 4 quarter hours

NSG4063 Caring for Persons with Psychiatric/ Mental Health Problems – Practice
Designed to provide the student with application of NSG4062, this clinical practice takes place in both inpatient psychiatric facilities and outpatient community settings utilizing the nursing process as well as critical thinking in caring for individuals experiencing specific psychiatric disorders. Group dynamics, treatment modalities, and strategies for prevention of mental illness are practiced. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG4064 Financial Management for Nurses
This course explores nursing finance and budgeting issues. The course includes an overview of the health care system, ethics, leadership and budgeting strategies. The use of information technology is examined. 4 quarter hours

NSG4065 Complementary and Alternative Methods in Nursing
This course explores complementary and alternative methods of healing. Principles of psychopharmacology of healing is discussed. Alternative therapies such as energy healing, imagery and music therapy are examined. 4 quarter hours

NSG4066 Palliative Care
In this course the student explores concepts and issues in end of life care. Students learn strategies to give optimum end of life care to the individual and the family. Symptom management, legal/ethical considerations, grief and death are covered. 4 quarter hours

NSG4067 Gerontological Nursing
This course focuses on the care of the older adult. Pathophysiology of normal aging and common ailments will be discussed. The course examines the older adult in the community, long-term care and acute care. 4 quarter hours

NSG4069 Caring for Diverse & Vulnerable Populations II
This clinical course focuses on caring for aggregates, particularly vulnerable populations and applying the concepts related to community and public health nursing, such as environment, epidemiological issues, and communicable disease. The nursing process is applied to groups and communities under the supervision of their clinical instructor with an approved clinical preceptor. A seminar provides discussion of relevant topics linked to actual practice situations. Offered on the Columbia Campus only. 2 quarter hours

NSG4070 Legal and Ethical Issues in Nursing
This course analyzes professional ethical and legal issues with the ensuing nursing dilemmas integrating the factors of professional laws/standards, personal ethical stance, social, spiritual, transcultural, economic, institutional and political climate. Legal and ethical practice issues will be reviewed. Emphasis is given to the resolution of ethical dilemmas through ethical reasoning and ethical and legal obligations in professional patient relationships. 2 quarter hours

NSG4071 Transition into Professional Nursing
This course is designed to assist the student in making the transition into professional practice. Students select, research, analyze and evaluate current issues affecting the nursing profession. The course explores selected topics involving socioeconomics of the healthcare environment, organizational structure and culture, healthcare delivery systems and the impact of political issues on the profession of nursing. Professional roles & responsibilities in leadership, management, consumer advocacy and a commitment to lifelong learning and professional growth are reinforced. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 8 quarter hours

NSG4072 Transition into Professional Nursing Preceptorship
This course is designed to provide the student under the direction of the clinical faculty with a concentrated select nursing practice experience in a preceptorship arrangement with a designated Registered Nurse Preceptor. Students will receive 160 hours in the clinical setting. The student will gradually assume increased levels of clinical responsibilities as they transition from entry into practice. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG4075 Holistic Professional Nursing
This course allows the student to develop and initiate a plan of care for aggregates in the community. The plan will include concepts discussed throughout the curriculum. The student will practice roles of provider of care, designer/manager/coordinator of care and member of a profession. 6 quarter hours

NSG5000 Role of the Advanced Practice Nurse: Transformational Leadership in Advanced Practice
Prerequisites: None
This course examines the role of the advanced practice nurse in the clinical, primary care, education, administration, research, healthcare specialty, health policy, and political arenas. The historical role of the nurse, change theory and leadership models within a variety of healthcare regulatory models provide the basis for self-reflection, self-mastery, professional integrity, and ethical decision making to help the student transition from clinical expert to the advanced practice role. 4 quarter hours

NSG5002 Advanced Theoretical Perspectives for Nursing
Prerequisites: None
This course allows the learner to explore nursing and related theories. The learner will use critical thinking to synthesize the content to improve clinical and teaching outcomes. 4 quarter hours

NSG5003 Advanced Pathophysiology
Prerequisites: None
This course examines common pathological conditions of the human. Pharmacologic, medical, and nursing interventions are included. 4 quarter hours
Description of Courses

NSG6001 Advanced Nursing Practice I
Prerequisites: NSG5001, NSG5002, NSG5003
In this course the learner synthesizes content from physiology and nursing treatment modalities in order to develop expertise in nursing and collaborative practice. This course focuses on common health problems of the adult. 4 quarter hours

NSG6002 Advanced Nursing Practice II
Prerequisites: NSG5001, NSG5002, NSG5003
In this course the learner synthesizes content from physiology and nursing treatment modalities in order to develop expertise in nursing and collaborative practice. This course focuses on the goals of Healthy People 2010. 4 quarter hours

NSG6003 Teaching and Learning Strategies in Nursing
Prerequisites: NSG5001, NSG5002, NSG5003
This course focuses on how to assess and motivate learners. Classroom, clinical, simulation and other technology methods are addressed. The emphasis is on developing the creativity of the nurse educator. 4 quarter hours

NSG6005 Pharmacology
Prerequisites: NSG6002
In this course the student analyzes the principles of pharmacokinetics, pharmacodynamics, and pharmacotherapeutics of drugs commonly used in the management of acute and chronic illnesses of the adult. Emphasis is on the therapeutic decision-making in drug selection and monitoring therapeutic response for culturally diverse patients. Patient education, legal, ethical and economic issues are reviewed. 4 quarter hours

NSG6101 Nursing Research Methods
Prerequisites: NSG5001, NSG5002, Recommended: Research Statistics
This course prepares the learner to evaluate, utilize, and initiate health care research. The course includes content relevant to communicating research in written and oral form. Content from Research Statistics will be applied. 4 quarter hours

NSG6102 Evaluation of Educational Outcomes in Nursing
Prerequisites: NSG5001, NSG5002, Recommended: Research Statistics
This course covers content relevant to testing and evaluating learners in classrooms, skills labs, and clinical practice settings. Content includes test construction and design, performance-based assessment, assessment of critical thinking and standardized testing. 4 quarter hours

NSG6103 Curriculum Design & Evaluation in Nursing Education
Prerequisites: NSG6001, NSG6002, NSG6003
This course prepares the learner to design, examine, revise, and evaluate nursing curricula. Connecting nursing curricula content to philosophy, objectives, and outcomes will be analyzed. 4 quarter hours

NSG6201 Practicum in Nursing Education I
Prerequisites: All nursing courses, except Practicum in Nursing Education 2, and Research Project
In this course the learner enacts the role of the nurse educator. Content includes both didactic and clinical teaching experiences. This course involves obtaining a local mentor and participating in the role of the classroom nurse educator. The learner synthesizes caring and wholism into teaching experiences. Online time is used to analyze and evaluate this experience. 4 quarter hours

NSG6202 Practicum in Nursing Education II
Prerequisites: All nursing courses, except Research Project
This course gives the learner the opportunity to choose an area of nursing education. The learner will obtain a local mentor and enact the role of the clinical nurse educator. The learner will synthesize the 5 pillars of caring, communication, critical thinking, professionalism, and wholism into clinical teaching experience. 4 quarter hours

NSG6310 Advanced Health and Physical Assessment: Adult Health
Prerequisites: NSG6002
This course is designed to apply holistic health assessment techniques in the collection and analysis/interpretation of physical and psychosocial data of adult patients with complex health problems across the life span. A major focus is on the symptom/health problem assessment, along with the selection and interpretation of screening and diagnostic tests in order to formulate a differential diagnosis. 6 quarter hours

NSG6320 Practicum I: Adult Health
Prerequisites: NSG6005, NSG6310
In this course the student analyzes and provides in depth care of alterations in adult health in non-acute, community-office-outpatient clinic settings. Patient management will be focused upon evidence based practice and the nursing process. This is an advanced nursing practice experience for the beginning adult ARNP student with mentoring, coaching and precepting from an approved and currently licensed physician or ARNP. 6 quarter hours

NSG6330 Practicum II: Adult Health
Prerequisites: NSG6320
In this course the student analyzes and provides in depth care of alterations in adult health in acute care, correctional institutions, hospice and/or women’s health settings. Students may acquire experience in two areas with faculty approval. Patient management will focus on evidence based practice and the nursing process of acutely ill adults. This is an advanced nursing practice experience for continuing beginning level adult ARNP students. Mentoring, coaching and precepting are provided by approved and currently licensed physicians or ARNPs. 6 quarter hours

NSG6340 Practicum III: Adult Health
Prerequisites: NSG6330
This course culminates the student’s role as the Adult Health Advanced Practice Nurse through didactic and clinical experiences. The student works with his/her approved local mentor and refines his/her practice of the Adult Health Advanced Practice Nurse role. Emphasis is placed on specialized clinical experiences to build the student’s knowledge base. Clinical experiences may include practice with specialty practices. The student’s level of function becomes more independent in practice. Classroom time is used to analyze and evaluate these experiences. 6 quarter hours

NSG6999 Graduate Project in Nursing
Prerequisites: All nursing courses
The research project course is a cumulative experience where students demonstrate the integration of content, practice and theory, and scholarly research based project proposal. This course will run concurrent with NSG6201 and NSG6202. 4 quarter hours

Nutrition Science

NTR2050 Nutrition
This course surveys the principles necessary to promote optimum nutrition throughout the life cycle. Consideration is given to informed evaluation of areas of controversy, as well as influences of socioeconomic factors and culture on nutritional practices. 4 quarter hours

Physician Assistant

PAS5101 Medical Interviewing and Documentation
This course is designed to introduce students to the art of medical communication. This encompasses the skills of medical interviewing and other forms of communication with patients, their families, and their caregivers. Students will learn the components of a complete medical history. In addition, they will learn interviewing skills that will allow them to efficiently elicit a patient history in an accurate and empathetic manner. Students will be exposed to some of the most common theoretical models that explain and guide medical communication. Students will also learn how to properly document medical interviews and other patient encounters. 2 quarter hours

PAS5105 Epidemiology and Biostatistics
This course provides a broad overview to familiarize Physician Assistant students with the basic concepts of public health and preventative medicine. Epidemiological concepts include the distribution, prevalence, causation, mode of transmission, dissemination, control, and preventative countermeasures of infectious and non-communicable diseases; and environmental occupational, behavioral, and chronic disabling conditions. Students are introduced to approaches to evaluate the validity of research data and the content of articles that appear in the medical literature. 3 quarter hours
PAS510 Physical Assessment I
This introductory course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision-making skills needed to assess adult patients' mental and physical status. Assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral and written form. This course explores the comprehensive physical examination of the relevant regions and systems of the skin, head, neck, neurologic system, thorax, and lungs. Demonstrations and practical laboratory application reinforce the PA's ability to perform a comprehensive physical examination. 3 quarter hours

PAS511 Medical Anatomy and Physiology II
Medical Anatomy and Physiology II is the final course of a two quarter sequence in which the student will build upon information learned in the basic anatomy and physiology prerequisite courses. General review of all anatomic and physiologic concepts and systems will be undertaken. Class sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on cellular and subcellular mechanisms of normal function. Introductory information will be provided as to clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. A clinical application lab will correspond to the lecture course. 4 quarter hours

PAS512 Essentials of Clinical Geriatrics
This course demonstrates new changes in clinical geriatric medicine and the ways in which care for the elderly is being organized. Instruction provides the Physician Assistant student, as a future health care practitioner, an excellent understanding of the expanding area of geriatrics and prepares the Physician Assistant student to appropriately evaluate, diagnose, monitor, treat, counsel, and refer elderly patients. Students are given formal instruction on process of death and dying. The interpretation and evaluation of medical literature is also emphasized. 4 quarter hours

PAS513 Fundamentals of Surgery
This course is designed to provide the Physician Assistant with an early introduction to and participation in the many new surgical techniques that are available, understandable, and safe. Suturing, anesthesia, major and minor surgery specific to various body regions are discussed. New innovations in chemotherapy, laser therapy, and laparoscopic techniques are evaluated. Pre and postoperative evaluation and care of the patient are integrated into this course. Surgical procedures, techniques, and instruments will be explored. 4 quarter hours

PAS514 Clinical Skills
The purpose of this course is to provide students fundamental concepts and skills required to perform multiple clinical procedures. Students will receive knowledge of key indications, contraindications, risks, and benefits of various procedural skills often performed in various practice settings. The laboratory environment will provide students an opportunity to perform and practice these skills and procedures. Course offerings will include workshops and seminars in addition to defined lecture times. Skills will include injections, suturing techniques, intravenous therapy, joint injection and aspiration and others. 2 quarter hours

PAS515 Research Methodology
The purpose of this course is to provide an introduction to research and manuscript writing for the graduate student in physician assistant studies. The course includes a study of perspectives, tools, nomenclature, and processes of research methodology. Statistical methods and procedures associated with various research paradigms will be central to the course. 1 quarter hour

PAS516 Orthopedics & the Physically Challenged Patient
This course covers the general approach to the orthopedic and physically challenged patient to include anatomy & physiology of the skeletal system, review of the physical examination, signs and symptoms, differential diagnosis, treatment and associated complications. Providing medical care to this nation's estimated 40 million physically disabled citizens is incumbent on every individual in the health care team. PAs should have a basic understanding of the medical needs of the physically challenged patient. The topics discussed in this course include children and adults who have disabilities such as amputation; arthritis; fractures; hemiplegia, paraplegia, and quadriplegia; pulmonary, neuromuscular, and vascular diseases; sports injuries; and other less disabling condition. The goal is to assist physically challenged patients in achieving their maximum physical, psychosocial, and vocational potential. 5 quarter hours

PAS517 Professional Seminar I
This course presents an introduction/overview of the Physician Assistant (PA) profession. Emphasis is placed upon the inception, history, and evaluation of the PA profession through the fields of medicine and surgery. PA relationships with the supervising physician, the patient; responsibilities including the con-
Description of Courses

PASS171 Professional Seminar II
This is the second seminar in a series of two which addresses a variety of topics in physician assistant professional development. The course will cover Complementary and Alternative Forms of Healthcare and Medicine; to include mainstream adjuncts such as Physical Therapy, Nutrition, and Speech Therapy as well as Herbal and Cultural traditions. The learner will be able to identify and discuss a variety of therapeutic interventions based on patient information and preferences. The student will also explore Media and Medicine Topics to include the following: Health Literacy, Reliability of Information, Advertising and Health Care, Printed Material and Health Information, Video/Television/Movies and Health Care, Patient Education, licensing, hospital credentials/liability, malpractice insurance and building individual portfolios. 3 quarter hours

PASS175 Issues in Contemporary Medicine I
This course summarizes the overall philosophy and skills inherent to the Physician Assistant’s ability to practice medicine. Through an eclectic and a diverse content, the Physician Assistant student will achieve an overall perspective of the goals of medicine. A variety of subjects in medical ethics and special topics will be discussed that will allow students to integrate multiple facets of the didactic phase into all aspects of clinical practice. 2 quarter hours

PASS180 Clinical Medicine & Pharmacotherapeutics I
This course is the first in a three course sequence. The course is designed to teach students clinical medicine in an integrated and multidisciplinary approach. The course will be primarily lecture based. Lectures will be done in system-based sequences. This course will include an overview of the scientific principles of clinical pharmacology. Medical Genetics will be introduced as well. The sequences will discuss pathophysiologic mechanisms of disease, clinical presentation of disease, and approach to diagnosis of disease. In most system sequences, therapeutic specific lectures will be included to cover an in-depth discussion of the pharmacology and use of various agents used in the management of disease. An understanding of the actions, reactions, and toxicology of the various pharmacologic agents will be emphasized. Topics to be covered include diabetes, endocrine, gastroenterology, nephrology, acid base disorders, and urology. 8 quarter hours

PASS181 Clinical Medicine & Pharmacotherapeutics II
This course is the second in a four course sequence. The course is designed to teach students clinical medicine in an integrated and multidisciplinary approach. The course will be primarily lecture based. Lectures will be done in system-based sequences. The sequences will discuss pathophysiologic mechanisms of disease, clinical presentation of disease, approach to diagnosis and management of diseases. In most system sequences, therapeutic specific lectures will be included to cover an in-depth discussion of the pharmacology and use of various agents used in the management of disease. An understanding of the actions, reactions, and toxicology of the various pharmacologic agents will be emphasized. Topics to be covered include diabetes, endocrine, gastroenterology, nephrology, acid base disorders, and urology. 8 quarter hours

PASS183 Clinical Medicine & Pharmacotherapeutics III
This course is the third in a four course sequence. The course is designed to teach students clinical medicine in an integrated and multidisciplinary approach. The course will be primarily lecture based. Lectures will be done in system-based sequences. The sequences will discuss pathophysiologic mechanisms of disease, clinical presentation of disease, approach to diagnosis and management of diseases. In most system sequences, therapeutic specific lectures will be included to cover an in-depth discussion of the pharmacology and use of various agents used in the management of disease. An understanding of the actions, reactions, and toxicology of the various pharmacologic agents will be emphasized. Topics to be covered include neurology, oncology, infectious disease, rheumatology, and introduction to medical genetics. 8 quarter hours

PASS185 Essentials of Emergency Medicine
This course explores various types of medical and surgical conditions that present to a modern day emergency department and prepares the Physician Assistant student to evaluate, treat, and monitor such conditions. The increased use by patients of emergency departments for ambulatory and primary care is discussed, and students are provided mechanisms to evaluate resources that are needed and available to provide appropriate ambulatory, emergency, and tertiary care services in a hospital setting. A generalist approach to providing emergency care along with injury prevention is explored. 4 quarter hours

PASS190 Independent Study I
Each Semester. Permits students to enroll for review under the direction of a faculty member and only if the student is having difficulty. 8 credit hours

PASS210 Physical Assessment I Lab
This introductory course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision-making skills needed to assess adult patients’ mental and physical status. Assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral and written form. This course explores the skin, head and neck, neurologic and musculoskeletal and comprehensive physical examination of the relevant regions and systems. Demonstrations and practical laboratory application reinforce the PAs ability to perform a comprehensive physical examination. The laboratory allows the student an opportunity to practice the skills needed to perform a complete physical of the body regions covered in the lecture. 1 quarter hour

PASS211 Physical Assessment II Lab
This course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision-making skills needed to assess adult patients’ mental and physical status. It continues and builds upon assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral and written form. This course explores the cardiac, pulmonary, gastrointestinal, urologic and vascular systems to teach comprehensive physical examination of the relevant regions and systems. Demonstrations and practical laboratory application reinforce the PAs ability to perform a comprehensive physical examination. The laboratory allows the student an opportunity to practice the skills needed to perform a complete physical of the body regions covered in the lecture. 1 quarter hour

PASS225 Medical Anatomy and Physiology I Lab
Medical Anatomy and Physiology I Lab is the first course of a two quarter sequence in which
the student will build upon information gained in the Medical Anatomy and Physiology lecture. General review of all anatomic and physiologic concepts will be undertaken. Lab sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on the specific body systems and aspects of normal function. Introductory information will be provided for clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. This clinical lab application will correspond to the lecture course. 1 quarter hour

PAS5226 Medical Anatomy and Physiology II Lab
Medical Anatomy and Physiology II Lab is the second course of a two quarter sequence in which the student will build upon information gained in the Medical Anatomy and Physiology I lecture. In addition, another course of their anatomic and physiologic concepts will be undertaken. Lab sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on the specific body systems and aspects of normal function. Introductory information will be provided for clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. This clinical lab application will correspond to the lecture course. 1 quarter hour

PAS5228 Clinical Medicine & Pharmacotherapeutics I Lab
Small groups are specifically useful for developing higher order cognitive skills such as evaluation, problem solving, interpretation of complex concepts, and application of principles and basic information to practical problems. The small group is coordinated with the Clinical Medicine & Pharmacotherapeutics I lecture course in order to coordinate the skills learned in the classroom as well as to incorporate OSCE cases related to the classroom discussion. 1 quarter hour

PAS5228I Clinical Medicine & Pharmacotherapeutics II Lab
As a supplement to the lecture sequences, students will meet weekly for case based laboratories. These will be small group labs facilitated by faculty group facilitators. The facilitator will have students work through case studies that correspond to current lecture sequences. The students will be given introductory information and must elicit the necessary information from the facilitator to lead to the formulation of an appropriate differential diagnosis, diagnosis, and management plan. This lab will require that students incorporate patient history, physical assessment, scientific concepts, and diagnostic studies to ultimately come to a logical differential diagnosis and final diagnosis. Students will then be required to utilize their knowledge of clinical therapeutics and diseases to develop a rational plan of management. Medical decision making and logic will be a key focus in lab sessions. 1 quarter hour

PAS5228 Clinical Medicine & Pharmacotherapeutics III Lab
As a supplement to the lecture sequences, students will meet weekly for case based laboratories. These will be small group labs facilitated by faculty group facilitators. The facilitator will have students work through case studies that correspond to current lecture sequences. The students will be given introductory information and must elicit the necessary information from the facilitator to lead to the formulation of an appropriate differential diagnosis, diagnosis, and management plan. This lab will require that students incorporate patient history, physical assessment, scientific concepts, and diagnostic studies to ultimately come to a logical differential diagnosis and final diagnosis. Students will then be required to utilize their knowledge of clinical therapeutics and diseases to develop a rational plan of management. Medical decision making and logic will be a key focus in lab sessions. 1 quarter hour

PAS52291 Applied Learning Experience I
The purpose of this course is to provide students an opportunity to observe and participate in clinical experiences in a variety of community clinical sites. Clinical specialty sites are assigned to coincide with didactic courses conducted each quarter. Clinical specialty sites include the following: physical screening clinics, orthopedics, cardiology, family practice, ENT practice, surgery, internal medicine grand rounds, gastroenterology clinics, dermatology, plastic surgery, nursing homes, underserved medical clinics, ophthalmology clinics, and other various appropriate sites. Students will once again have an opportunity to utilize their increasing knowledge of various clinical skills including OR scrub techniques and suturing. The students will again complete a journal of one of more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hour

PAS5229 Applied Learning Experience II
The purpose of this course is to provide students continuing exposure and participation in clinical experiences in a variety of community clinical sites. Clinical specialty sites are assigned to coincide with didactic courses conducted each quarter. In addition, students will be able to practice initial clinical skills they are developing in the Clinical Skills course, to include injections and intravenous access and therapy. It will also include a typical Applied Learning Experience in any of a number of disciplines in medicine or surgery. There will be lecture with emphasis placed on recognizing common diseases that can be addressed with primary and secondary prevention efforts. A review of special topics in health will also be included. The clinical experience during this course will require a student to complete a journal of one or more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hour

PAS5229 III Applied Learning Experience III
The purpose of this course is to provide students an opportunity to observe and participate in clinical procedures in a variety of community clinical sites, develop appropriate interpersonal skills in a medical setting and develop an understanding of the PA’s role as a member of a healthcare team. Clinical specialty sites are assigned to coincide with didactic courses conducted each quarter. Clinical specialty sites include the following: physical screening clinics, orthopedics, cardiology, family practice, ENT practice, surgery, internal medicine grand rounds, gastroenterology clinics, dermatology, plastic surgery, nursing homes, underserved medical clinics, ophthalmology clinics, and other various appropriate sites. Students will once again have an opportunity to utilize their increasing knowledge of various clinical skills including OR scrub techniques and suturing. The students will again complete a journal of one of more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hour

PAS5229 IV Applied Learning Experience IV
The purpose of this course is to provide students an opportunity to observe and participate in clinical experiences and procedures in a variety of settings as in their preceding ALE courses. The locations include multiple clinical office and hospital settings, as well as long-term care facilities. Students should continue to develop additional clinical knowledge and skills, cultivate interpersonal skills, and acquire further understanding of the PA’s role as a member of a healthcare team. These sites are assigned to coincide with didactic courses conducted during this quarter. The students will increasingly develop their patient interview and physical examination skills. The students will gain a complete journal of one or more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hour

PAS529 Independent Study II
Each Semester. Permits students to enroll for review under the direction of a faculty member and area of emphasis in medicine in which the student is having difficulty. 8 credit hours
Description of Courses

PAS6105 Internal Medicine
This rotation focuses on the area of medicine that treats diseases of the internal organs by other than surgical means. Internal medicine is best defined by its approach to medical problems. Each diagnostic step is taken in more depth, with a focus on adult illnesses and an emphasis on lifetime continuity of care through health promotion, disease prevention, and strong attention to psychosocial issues. This rotation will build appropriate links between the extraordinary advances in science and clinical medicine. A primary care emphasis is given to the focus of this rotation. A Geriatric Tract is included as part of the Internal Medicine or Primary Care Clinical Rotation. This Course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6110 General Surgery
This rotation focuses on the area of medicine that deals with the manual and operative procedures for the correction of deformities, defects, repair of injuries and diagnosis and cure of certain diseases. This surgery rotation will provide a primary care emphasis to the presentation of the anatomic, pathologic, physiologic, pharmacologic, biochemical, and immunologic features of a variety of surgical disorders. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6120 Primary Care
This rotation provides clinical experience with common diseases and the manifestations of chronic illnesses. Learning experiences include the traditional approach to direct, initial, comprehensive care for patients as well as continuity of care. The student is exposed to the promotion of prevention as well as the practice of curing as an important aspect of primary care. A Geriatric Tract is included as part of the Internal Medicine or Primary Care Clinical Rotation. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6125 Emergency Medicine
This rotation exposes the student to the diagnosis and treatment of patients presenting to the emergency department. In this often critical care environment, students will be faced with problem solving and the need to rapidly assess patients with a variety of presentations. Students are exposed to the practice of utilizing emergency departments both for ambulatory care and primary care, with an emphasis on the primary care aspect of emergency department utilization. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians and physician assistants. 8 quarter hours

PAS6130 Obstetrics/Gynecology
This rotation exposes the student to obstetrics, reproductive endocrinology, gynecology and gynecologic oncology. A primary care emphasis is given to family planning and important aspects of women's health. The basic operations of obstetrics and gynecology are explored to allow a fundamental understanding of the technical procedures involved. This Course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6135 Pediatrics
This rotation exposes students to important pediatric problems and diseases, representing both common illnesses of childhood as well as less common disorders that exemplify pathophysiologic mechanisms and disease processes. Students gain a basic understanding of the particular disease process and to assist in the development of a clinical approach to a child's problem. A primary care emphasis is given to the student's experience. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6140 Behavioral Medicine
This rotation provides the student an opportunity to pursue focused study in an area of behavioral medicine of particular interest to the student. In this rotation, students will be exposed to the evaluation, diagnosis, and treatment of acute and chronic psychiatric disorders. Through mental status examinations, history and physical examinations and counseling, the students have the opportunity to participate in a diagnostic plan to address various differential diagnoses. This rotation is conducted in an inpatient or outpatient setting in such areas as general behavioral psychiatry and psychology, pediatric and adolescent behavioral medicine, forensic psychiatry, geriatric behavioral medicine, group counseling and addiction specialties. The student/clinical coordinator, upon student request with program director approval, may develop other behavioral elective rotations. Application in a primary care setting must be a goal of the student's experience. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6145 Clinical Elective
This rotation provides the student an opportunity to pursue additional study in an area of particular interest to the student. This rotation may be conducted in such areas as dermatology, neurology, radiology, orthopedics, rural medicine, and wound care. Other elective rotations may be developed by the clinical coordinator and/or upon student request with program director approval. The student is responsible for developing rotation objectives to be approved by the clinical coordinator. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6150 Advanced Clinical Research
This course provides the student with basic knowledge and experience that will serve as a foundation for a lifetime of scholarly pursuit and productivity. This component of the PA curriculum is designed to promote the development of graduate level thinking skills, which include the abilities to think logically and consistently, to integrate and synthesize knowledge, to access information within the physician assistant discipline, to write in a clear, consistent and logical manner, and to apply knowledge to real life situations. It is incumbent upon professionals conducting research or patient care within basic or clinical sciences to objectively report findings that contribute to the continually growing body of medical and scientific information. This sort of contribution may range from development and disclosure of completely novel scientific theory or information to the submission of clinical case reports that identity unexpected or unique patient experiences. These communications serve as a contribution to the scientific “greater good” as well as potential catalysts for review of current practices and the standard of care on a clinical level. This course serves as an experience that will allow students to interact with basic, applied and clinical scientists to develop the necessary skills and foundation for a fruitful career of scholarly productivity. 3 quarter hours

PAS6170 Professional Seminar III
The focus of this course is to address various topics related to professional development during the clinical year. Topics include building portfolios, the various roles of a PA in the clinical year, patient education, CPT coding, reimbursement, billing in the medical office, risk management, quality assurance, employment and contract negotiations, interview skills, resume development, important aspects of the job search, certification & recertification, concepts in credentialing and licensure, and hospitl privileges. Students will be working on various methods for self-directed study skills in preparation for the PANCE examination. The course concludes with a final summative evaluation which includes three components that evaluate the cognitive, psychomotor, and affective domains including: basic medical science, behavioral science, clinical medicine, medical history, physical examination skills, ordering and interpretation of diagnostic studies, diagnostics, therapeutics, patient interaction, oral and written communication skills, documentation, and information literacy. This assessment is administered at the end of the clinical training period. 2 quarter hours
Pharmacy

PHA3101, PHA3102 Biochemistry I, II
These two courses are a series of lectures and independent problem solving that introduces the student to current concepts and related chemistry in human biochemistry, including regulatory biochemistry and molecular biology. Discussions will focus on the major metabolic pathways and their regulation by hormonal, allosteric, and genetic mechanisms in relation to nutrition and to a variety of diseases, including heart disease, cancer, diabetes and enzyme defects. 3 quarter hours, Summer and Fall Quarters

PHA3107 Pharmaceutical Calculations
This course introduces the student to the mathematical processes and computations needed for basic dosage preparations and compounding essential to the practice of pharmacy. A series of lectures and problem solving exercises will include quantitative calculations of active and excipient concentrations encountered in professional practice. Other relevant topics include calculations of solution isotonicity and osmolarity. The pharmaceutical formulas and calculation problems will establish mathematical competence and orient students to relevant clinical applications. 2 quarter hours, Summer Quarter

PHA3109 Microbiology/Immunology
This course is an introduction to the basic concepts of molecular and medical microbiology with special emphasis on pathogenic microorganisms. Lectures focus on the importance of basic science information needed to understand the mechanisms of infectious diseases, with an emphasis on how that knowledge applies to their diagnosis, rational management and treatment. Immunology focuses on nonspecific host defense mechanisms, with a detailed description of specific immunity and the products that impart artificial, active and passive immunity. This portion of the course emphasizes the importance of basic science information in understanding the mechanisms of the various immunological disorders, as well as the immunology of cancer, AIDS, hypersensitivity and autoimmune disorders, while applying that knowledge to the diagnosis and treatment of related human diseases. Other discussions will focus on the concepts of biotechnology, together with the currently available products of genetic engineering that relate to immunology. 5 quarter hours, –Winter Quarter

PHA3110 Molecular Biology
This course covers how the blueprints for cells and organisms are contained in molecular structures of like DNA and RNA. Lectures and discussions focus on how minor structural changes in DNA (mutations) have major biochemical effects with subsequent pathologic and health consequences. Students learn how modern biomolecular tools allow us to read the information (sequence) contained in minute samples of DNA and identify forensic samples with a high degree of certainty. Further emphasis focuses on the role of those tools in providing the means to diagnosis disease, predict susceptibility to disease, and predict responses of a specific patient to a proposed drug treatment (pharmacogenomics). This course also covers how the insertion of specifically modified genetic information into a cell subsequently causes that cell or organism to produce a specific gene product and how the use of these techniques can produce large quantities of human insulin, human growth hormone, and other products to combat and treat diseases. Finally, students receive a vision of how knowledge of the information contained in the human genome, in combination with molecular biology tools, can provide revolutionary new opportunities for the discovery of more powerful and more selective (less toxic) drugs. 3 quarter hours, Winter Quarter

PHA3113, PHA 3114 Pathophysiology I, II
This course focuses on mechanisms of disease and tissue injury to organs and organ systems during selected pathophysiologic states with the goal of providing students with a rationale for drug therapy. During the first course emphasis is placed on the role of the immune system in disease as well as on the specific alterations that occur to normal physiology of the hematologic, cardiovascular, and respiratory systems during the disease process. In the second course emphasis is placed on the specific alterations that occur to normal physiology of the renal, gastrointestinal, hepatic-torial, central nervous, and musculoskeletal systems during the disease process. 5 quarter hours, Summer Quarter and 4 quarter hours Fall Quarter

PHA3115 Pharmaceutical Analysis
This course is a study of the official and nonofficial quantitative chemical and physical methods used in analysis of pharmaceutical products. Emphasis is placed on understanding the precepts of analytical stoichiometry, functional group influence, and basic concepts of dosage form analysis which includes the importance of procedural validations in quantitative dispensing and analysis in pharmaceutical preparations, and their analysis in biological fluids and tissues. Lectures emphasize the analytical techniques used in pharmaceutical analysis which involve spectroscopy, chromatography and organic functional group influences on the analytical process. The course is designed for the student to develop an understanding of the techniques used and the need for accurate dosage forms and their analyses in preparations and biological media. 2 quarter hours, Summer Quarter

PHA3116, PHA 3117 Pharmaceutics I, II
This two-part sequence is the study and application of the physical chemical principles and quantitative skills necessary for the design, formulation, and effective use of dosage forms to assure product performance and achieve the desired therapeutic outcomes. These courses emphasize the rationale for design, intended performance characteristics, and the proper use of dosage forms to optimize clinical outcomes. 4 quarter hours, Fall Quarter; 2 quarter hours, Winter Quarter

PHA3119 Professional Practice and Informatics
Topics include an introduction to pharmaceutical care, health and illness behaviors, medical terminology, communication skills, and informatics. Techniques used in the proper interpretation and delivery of prescription/medication orders will be covered as well as an introduction to the medical record. The top one hundred drugs will be presented with an emphasis on the top 60. Techniques of patient counseling will be presented. Written assignments will supplement class material and will assess the students’ understanding of topics. 2 quarter hours Summer Quarter

PHA3124, PHA4225 Pharmacotherapy I and II, OTC and Herbal Products
This course is designed to provide a didactic framework for the therapeutic management of common, self-limiting diseases that can be treated with over-the-counter agents and/or common herbal products. The goal of the course is to provide students with the information they need to develop rational recommendations for patients and clients in the various pharmacy settings that they rotate through during their fifth quarter intermediate rotations. 2 quarter hours, Winter Quarter, 3 quarter hours, Spring Quarter

PHA3131 Professional Practice I and Informatics
Topics include an introduction to pharmaceutical care, health and illness behaviors, medical terminology, communication skills, team building and team leadership. Techniques used in the proper interpretation and delivery of prescription/medication orders will be covered as well as an introduction to the medical record. The top one hundred drugs are presented during the first quarter, with an emphasis on the first 60. Communication skills will be enhanced through various formal and informal classes, activities and assignments. Techniques of patient counseling are presented by utilizing a nationally recognized formal patient-counseling program. The coursework is presented in a lab/classroom/onsite format. 3 quarter hours, Fall Quarter

PHA3135 Integrated Pharmacy Skills Laboratory I
The primary goal of the IPS lab is to provide students with the opportunity to apply concepts and knowledge gained in the classroom in a “hands-on” and practice related setting. The IPS Lab will consist of a series of courses over 4 quarters in which the material continually builds upon itself. The first quarter serves as a building block in which the students learn basic skills related to practice and are given the opportunity to apply them and focuses primarily on prescription and medication order processing, calculations, aseptic technique and basic compounding techniques. 2 quarter hours, Summer Quarter.

Description of Courses
Description of Courses

PHA3136 Integrated Pharmacy Skills Laboratory II
In the second quarter of the IPS Lab, students become more independent and are expected to apply problem solving skills and critical thinking, but new concepts are still introduced and practiced. These include labs related to prescription dispensing and patient consultation for specific disease states. Challenges related to insurance and third party claims are also addressed. Students are also given an opportunity to apply physical pharmacy concepts introduced in the Pharmaceutics I course.
2 quarter hours, Fall Quarter

PHA3137 Integrated Pharmacy Skills Laboratory III
The focus of the 3rd quarter of the integrated pharmacy skills laboratory is on prescription compounding, sterile products and basic analytical techniques. Students are given the opportunity to dispense, prepare and label compounded prescriptions and provide proper documentation and expiration details for several dosage forms. Aseptic technique is used to produce several sterile products which require various calculations to prepare. Additionally, students employ basic analytical techniques to analyze several of their compounded products and sterile products to assess the quality of the product.
2 quarter hours, Winter Quarter

PHA3150 Health Care Systems
Health and pharmaceutical delivery in the United States is examined. This course aims to broaden students’ understanding of the complex system in which they will provide pharmaceutical care in collaboration with other healthcare professionals. Application to various pharmaceutical sectors (e.g., retail, health systems, and manufacturing) is included. Issues of public policy, economic behavior, and patient outcomes are addressed. Students gain an understanding of the factors driving the transformation of health care delivery and the implications for future pharmacy practice.
2 quarter hours, Summer Quarter

PHA3152 Communications
This course provides pharmacy students with the knowledge and empathy needed to communicate and intervene effectively in a variety of psychosocial situations with different populations. Patient education and communication, cultural and social awareness, and sensitivity issues are presented. PHA4251 builds on the drug information concepts covered in PHA3119 Introduction to Professional Practice & Informatics, to develop students’ written and oral presentation skills. Emphasis is placed on pharmacy’s role in dealing effectively with patients and other health care professionals.
2.5 quarter hours, Fall Quarter

PHA3159 Introduction to Integrated Sequence
This course is an introduction into the general principals of medicinal chemistry and pharmacology with an emphasis on the molecular interactions of drugs with biological systems and provides the fundamentals of rational drug therapy. The material covered in this course serves as a foundation for the more advanced medicinal chemistry, pharmacology, and therapeutics concepts to be covered in the Integrated Sequence classes in subsequent quarters. An overview of the drug discovery process with selected examples, a review of drugs derived from natural products, and an introduction to pharmaceutical agents based on peptides, proteins, and nucleic acids are presented. The theories and principles of drug receptor interactions and drug design are presented from a structure activity perspective. The physiochemical properties conferred by functional groups and stereochemical properties on drug molecules are related to the absorption, distribution, and metabolism of medicinal agents.
2.5 quarter hours, Fall Quarter

PHA3162 Integrated Sequence I (Introduction)
This course builds on the general principles of medicinal chemistry and pharmacology introduced in the Introduction to Integrated Sequence course (PHA3159). The physiochemical properties conferred by functional groups in drug molecules are related to the absorption, distribution, metabolism, elimination, and toxicity of clinically used medicinal agents. Potential drug-drug and drug-food interactions based on absorption, distribution, metabolism, elimination, and toxicity are discussed, with an emphasis on the twenty-five most important clinically important drug-drug interactions, as defined by the Partnership to Prevent Drug-Drug Interactions.
4 quarter hours, Winter Quarter

PHA4211 Basic Pharmacokinetics and Biopharmaceutics
This course covers the theoretical and practical topics of biopharmaceutics and pharmacokinetics as a necessary foundation for competency in the future clinical pharmacokinetics course. The course provides the student with an understanding of conceptual and mathematical treatment of ADME (Absorption, Distribution, Metabolism and Excretion) in a small group problem based format.
4 quarter hours, Spring Quarter

PHA4227 Clinical Pharmacokinetics/Therapeutic Drug Monitoring
The course is designed to acquaint the Doctor of Pharmacy students with the clinical application of basic pharmacokinetic principles to the safe and effective management of individual patients and to introduce the student to research techniques in the pharmaceutical sciences. Basic pharmacokinetic and pharmacodynamic principles having direct clinical implications are reviewed in detail. Emphasis is on design of drug dosage regimens, therapeutic drug monitoring and adjustment of drug therapy. The application of these principles are illustrated and reinforced through discussion of pertinent drugs and case examples emphasizing basic pharmacology and therapeutics and introducing students to signs and symptoms of major diseases.
3 quarter hours, Fall Quarter

PHA4236 Leadership and Advocacy
This course focuses on two primary outcomes:
1) Provide guidance in, and an environment for reflecting on students’ didactic and experiential education activity in quarters 15, particularly the Introductory Professional Practice Experience. This design allows students to identify the gains that they have made, and to plan for further development as they progress through the Doctor of Pharmacy curriculum.
2) Support student leadership development by enriching leadership and facilitation knowledge, skills, and attitudes needed as Service Learning mentors during Quarters 6-9, and as they enter into professional practice within the healthcare system.
1 quarter hour, Spring Quarter

PHA4238 Integrated Pharmacy Skills Laboratory IV
In the fourth quarter of the laboratory sequence, students independently apply the skills they have developed and practiced in the previous three courses during a series of comprehensive labs covering a wide variety of topics. The students are expected to address issues concerning law and ethics, insurance companies, pharmacokinetics, product quality control, clinical judgment, patient interactions, and others. In an effort to simulate a real world experience, these labs are presented in a random order so the students have very little time to prepare in advance.
1 quarter hour, Spring Quarter

PHA4254 Pharmacy Law & Ethics
The basic principles of federal, state, and local statutes as well as court decisions which will impact the practice of pharmacy and drug distribution are reviewed. Civil liability in pharmacy practice and elements of business and contract law as well as discussions of professional ethics will be presented.
2 quarter hours, Spring Quarter

PHA4264, 4265, 5347, 5348, 5369, 5370, 5371, 5372, 5373, 5374 Integrated Sequence II–XI
These courses integrate pharmacology, medicinal chemistry, pathophysiology, and therapeutics. This team taught course sequence is designed to provide students with an opportunity to learn, observe, and apply concepts of these content areas in an integrated manner. The contents of this course includes drugs and therapies necessary to treat disorders of the central and peripheral nervous systems, integumental, gastrointestinal, hematological, musculoskeletal, renal, pulmonary, cardiovascular and endocrine systems. Also included are drugs and therapies for cancer and infectious diseases. Pharmacotherapeutic considerations of alternative therapies, women’s health issues and special populations including pediatrics and geriatrics will be discussed. The students apply foundational materials from Biochemistry, Physiology, Microbiology, Pharmacology, and Introduction to Integrated Sequence. This material is presented in a lecture demonstration, and small group discussion case studies format.
8 quarter hours, Spring Quarter; 8 quarter hours, Fall Quarter; 10 quarter hours, Winter Quarter; 10 quarter hours, Spring Quarter; 6 quarter hours, Summer Quarter.
PH4A280 Community Externship
Designed to give the student practical experience in hospital, long term care or other appropriate setting with an emphasis on order interpretation, institutional policy and procedure, experience with therapeutic problems and outcomes, patient monitoring, medication packaging, parenteral preparation using aseptic technique and communications with pharmacists, healthcare providers and patients. 8 quarter hours, Summer Quarter

PH4A281 Institutional Externship
Designed to give the student practical experience in a hospital, long term care or other appropriate setting with an emphasis on order interpretation, institutional policy and procedure, experience with therapeutic problems and outcomes, patient monitoring, medication packaging, parenteral preparation using aseptic technique and communications with pharmacists, healthcare providers and patients. 8 quarter hours, Fall Quarter

PH4A282 Community Outreach
Community Outreach is an extension of the longitudinal experiential program required by ACPE. The course seeks to strengthen the experiential component with increased emphasis on community involvement and mentoring provided by peers in the upper classes. 1 quarter hour, Summer Quarter

PH4A531, 5332 Applied Pharmaceutical Care I, II
This course sequence focuses on the application of pharmaceutical care principles, pharmacological knowledge, and professional techniques to solve pharmacy related problems. The primary emphasis includes physical assessment, verbal and written communication, use of reference sources, patient profile review, laboratory data interpretation, pharmaceutical calculations, intravenous admixture preparation and experience in detecting medication errors and omissions. This course sequence provides the integration of previously presented course materials into pharmacy practice situations in laboratory and workshop sessions. Students learn to collect patient specific data, identify and assess drug related problems, develop drug monitoring plans, and document pertinent information. Further, students learn to educate patients and health care professionals regarding the appropriate use of drugs. The second course in this sequence is the capstone course for the entire curriculum up to this point. Students must use their knowledge of biochemistry, medicinal chemistry, pharmacology, and therapeutics to design, implement, monitor, evaluate, and adjust pharmaceutical care plans that are patient specific and evidence-based. Students will also be required to pass a Capstone exam and a Wet Board Practicum. Students working in groups will be responsible for developing a complex patient case on their own. 4 quarter hours, Spring Quarter, 3 quarter hours, Summer Quarter

PH4A532 Drug Information, Literature Evaluation, Research Design and Methods
Application of research design concepts and statistical techniques to design, collect and critically analyze data and interpret, preclinical, clinical and economic studies of pharmaceuticals or treatment plans. 3 quarter hours, Winter Quarter

PH4A534 Complementary and Preventive Medicine
This course is offered in the third year to introduce students to non-pharmaceutical methods of treatment and prevention that they might encounter in practice. Knowledge of herbal and natural remedy content is essential to the most appropriate evaluation of patient's pharmacotherapy and to the provision of optimal pharmaceutical care. 3 quarter hours, Summer Quarter

PH4A535 Clinical Epidemiology and Biostatistics
This course will teach the student how to apply the scientific method to analyzing and making clinical decisions that improve patient care. The clinical epidemiology portion of the course will deal specifically with clinical questions pertaining to abnormality, diagnosis, frequency, risk, prognosis, treatment, and cause. The bridge between clinical epidemiology and biostatistics will deal with the issue of chance. The biostatistics portion of the course will cover the various types of clinical data and the common statistical tests used to evaluate those data. 3 quarter hours, Fall Quarter

PH4A538 Grand Rounds
In this course students will learn to critically evaluate literature and develop and make a formal presentation. 1 quarter hour, Fall, Winter or Spring Quarter

PH4A535 Pharmacy Practice Management
The principles of management, including personnel and financial management will be covered as they apply to management of pharmacy operations in a variety of settings (e.g. community, health system, managed care). 3 quarter hours, Winter Quarter

PH4A534 Health Economics and Outcomes Assessments
Students will follow a patient or patients over an extended period of time in a medical or home setting. Pharmaco- therapeutic knowledge and skills will be applied in communications, health assessment, monitoring of pharmacotherapy, and evaluation of both humanistic and clinical outcomes. Issues of health care, cost, access and quality as revealed through each patient’s interaction with health and pharmaceutical care systems will be addressed. Introduction to commonly used economic evaluation methods (e.g. cost minimization, cost utility, cost benefit, and cost effectiveness) as applied to pharmaceutical products and services. Quality of life and outcomes research will also be explored. Emphasis is on understanding evaluation methods, research design, and interpreting the relevant literature for practice applications. 3 quarter hours, Summer Quarter

Description of Courses

PH4A539 Peer Mentoring for Community Outreach
This course is an extension of the longitudinal experiential program required by ACPE. The course seeks to strengthen the experiential component with increased emphasis on community involvement and mentoring provided by peers in the upper classes. The course is designed to allow upper classmen to design and perform meaningful service experiences for and with younger peers to expose students to the concept of service and mentoring as a responsibility of the profession. 1 quarter hour, Summer Quarter

PH4A6482, 6483, 6484, 6485, 6486, 6487, 6488, 6489, 6490 Advanced Professional Practice Experience
The senior year is organized as an experiential learning program in various patient care settings. Beginning with the Class of 2009, students in the Advanced Pharmacy Practice Experiences (APPEs) must complete a total of 35 weeks of APPEs, comprised of five, five week required rotations, and one, five week elective rotation, and one 5 week directed elective rotation. These seven rotations provide 56 quarter hours of full-time study and practice divided into five-week blocks of eight quarter hours each. Upon completion of the advanced practice rotations and the externships completed earlier, students receive over 1700 hours of clinical experience within the framework of the Doctor of Pharmacy curriculum. Required rotations that provide the foundation of the advanced practice experience include: Drug Information or another approved rotation, Internal Medicine Rotation, Ambulatory Care Rotation, Hospital Pharmacy Practice, and Community Pharmacy Practice. In addition, students select an elective rotation that may be an additional clerkship or a non-patient care experience with industry, a professional organization, chain/independent store management, etc., to complete the experience. Seven rotations of 8 quarter hours each, Fall, Winter and Spring Quarters

PH4A6490 Advanced Pharmacy Practice Experience Applied Drug Information and Scholarly Endeavors
This Advanced Pharmacy Practice Experience builds on skills introduced in Professional Practice I and Informatics (PH4A3131), communications (PH4A3152), and Drug Information, Literature Evaluation, Research Design & Methods (PH4A5333) didactic course work. Students are engaged in drug information and scholarly activities such as responding to drug information inquiries, participating in journal clubs, team based patient case evaluations and presentations, and patient interviews and discussions. These activities occur over one week, at approximately the midpoint of Advance Pharmacy Practice Experiences, so that lessons learned might be applied in subsequent rotations. 1 quarter hour, Fall, Winter and Spring Quarters
Description of Courses

Philosophy

PH2301 Introduction to Philosophy
Co- or Prerequisite: ENG1002 or ENG2001
This course introduces students to philosophical thinking. Students will confront fundamental questions of self and identity, of freedom and determinism, of belief and truth, and of ethics and morality. Critical thinking activities will challenge students to incorporate philosophy into their daily lives by applying the questions of philosophy to themselves and their world. 4 quarter hours

Politics

POL2076 American Government
Co- or Prerequisite: ENG1002 or ENG2001
This course introduces students to general principles and problems of modern government. It shows the forms of government, the place of government in the social process, and theories of the state. The American system is analyzed. Studying political science provides accurate understanding of how and why political systems work as they do. 4 quarter hours

Psychology

PSY1001 General Psychology
In this course a study is made of human behavior with special reference to perception, learning, memory, thinking, emotional life, and individual differences in intelligence, aptitude, and personality. Emphasis is placed on the scientific nature of psychological investigations. Research methods are analyzed, and results are related to daily life and everyday problems. 4 quarter hours

PSY2007 Statistics for Behavioral Sciences
Prerequisites: PSY1001 with a C or better; MAT1001 and MAT1002 with a C or better
An investigation of the methodological principles regarding behavioral science research, descriptive and inferential techniques, and the process of using these techniques for psychological experimentation and data analysis. 4 quarter hours

PSY2008 Statistics for Behavioral Sciences Lab
Prerequisite or Co-requisite: PSY2007 with a C or better
An understanding of the statistical principles associated with the study of behavioral science research through application and computerized data analysis (i.e., SPSS). 2 quarter hours

PSY2010 Abnormal Psychology
Prerequisite: PSY1001 with a C or better
A survey of psychological disorders, contrasting theoretical views and representative research investigating these disorders. A concentration on classification, etiology, diagnosis, and treatment of mental disorders. 4 credit hours

PSY2022 Human Growth and Development
Prerequisite: PSY1001 with a C or better
In Human Growth and Development, students will learn the normal developmental stages of the human life cycle. The stages of human development will be examined within the context of the biological, psychological, sociological, intellectual and emotional processes. Relevant cross-cultural comparisons are used to illustrate the unity and diversity of human life. 4 quarter hours

PSY2050 History and Systems
Prerequisite: PSY1001 with a C or better
A survey of the major and modern theories in psychology through an examination of historical controversies. An understanding of the roots of psychology in natural and social sciences. A consideration of the diversity of psychological study and the future of psychology. 4 quarter hours

PSY2060 Research Methods
Prerequisite or Co-requisite: PSY2007 with a C or better
Research design and methodology. An analysis of the approaches to developing, understanding, and interpreting psychological phenomena. Topics include experimental vs. non-experimental research such as survey, observation, case study, and archival data. An understanding of reliability, validity, and experimental control issues. 2 quarter hours

PSY2061 Research Methods Lab
Prerequisite or Co-requisite: PSY2060, PSY2008 with a C or better
An understanding of the methodological principles associated with behavioral science research through an application of the theoretical, conceptual, and practical principles. 2 quarter hours

PSY3001 Cognitive
Prerequisite: PSY1001 with a C or better
Historical and current perspectives regarding the examination of human attention, language, vision, memory, and other forms of information processing (e.g., decision-making). 4 quarter hours

PSY3002 Cognitive Lab
Prerequisite or Co-requisite: PSY3001 with a C or better; Prerequisite: PSY2061 with a C or better
The design, operation, analysis, and write-up of experiments which focus on human cognition (e.g., attention, memory and information processing). 2 quarter hours

PSY3010 Social Psychology
Prerequisite: PSY1001 with a C or better
The study of intrapersonal and interpersonal processes such as conformity, social perception, attribution theory, altruism, aggression, prejudice, persuasion, group dynamics, self-concept and self-esteem. 4 quarter hours

PSY3013 Advanced Social Psychology
Prerequisite: PSY3010 with a C or better
An examination of social behavior from four major theoretical orientations: reinforcement, field theory, cognitive, and role theory. Topics also include social exchange theories, group processes, social learning, attitude, and personal perception. 4 quarter hours

PSY3050 Personality
Prerequisite: PSY1001 with a C or better
The major theoretical perspectives of personality development, structure, dynamic assessment, and psychological adjustment. Additional topics include consideration of biological and environmental indices of personality. 4 quarter hours

PSY3400 Sensation and Perception
Prerequisite: PSY1001 with a C or better
An understanding of the manner in which humans perceive and respond to internal and external stimuli. Areas of study include vision, audition, the lower senses, receptor mechanisms, psychophysiological methods and perceptual phenomena. 4 quarter hours

PSY3500 Motivation
Prerequisite: PSY1001 with a C or better
The examination of human motives and the impact of emotion on the decision making process. Consideration of primary and secondary motivators regarding theoretical and practical application for reward, punishment, and avoidance scenarios. 4 quarter hours

PSY3520 Child/Adolescent Development
Prerequisite: PSY2022 with a C or better
An understanding of the major developmental theories associated with childhood (age 3) through adolescence (age 21). The primary areas of exploration include cognitive, interpersonal, intrapersonal, physical, and emotional systems in addition to contextual approaches involved in understanding these systems. 4 quarter hours

PSY3530 Adult Development
Prerequisite: PSY1001 with a C or better
An understanding of the major developmental theories associated with adulthood (ages 18 through 65). The primary areas of exploration include cognitive, interpersonal, intrapersonal, physical, and emotional systems in addition to the contextual approaches (i.e., typical life tasks) involved in understanding these systems. 4 quarter hours

PSY3540 Elderly Development
Prerequisite: PSY2022 with a C or better
An understanding of the major developmental theories associated with late adulthood (age 65 and older). The primary areas of exploration include death and dying, cognitive, interpersonal, intrapersonal, physical, and emotional systems in addition to the contextual approaches (e.g., family dynamics, leisure, retirement, bereavement) involved in understanding these systems. 4 quarter hours

PSY4001 Addictions
Prerequisite: PSY2010, PSY2022, PSY3010, & PSY3300 with a C or better
A theoretical, conceptual, and practical overview of internal and external determinants of addictive behaviors across the lifespan. Assessment and treatment approaches will be discussed along with issues influencing recidivism. 4 quarter hours
Description of Courses

PSY4030 Multicultural Psychology
Prerequisite: PSY2010, 2022, 3010, & 3300 with a C or better
The examination of psychological conditions according to varied populations including gender, ethnicity, religion, geography, culture, age, sexual orientation, physical disability, education, and social class. This course is meant to expose students to the impact of these contexts on the intra and interpersonal psychosocial framework for individuals across development. 4 quarter hours

PSY4040 Human Sexuality
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better
A biopsychosocial understanding of the determinants of human sexual behavior. Developmental views of normal and abnormal sexual behavior, treatment, and cultural influences will also be highlighted. 4 quarter hours

PSY4200 Psychology and the Media
Prerequisite: PSY2010, 2022, 3001, 3010, & PSY3300 with a C or better
A historical and contemporary examination of the psychological influences of media. Consideration of the local, regional, national and international influences of varied information sources including television, the Internet, print media, electronic communication devices, and radio within a developmental context. 4 quarter hours

PSY4300 Anxiety Disorders
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better
Examination of the major, minor, and associated categories of anxiety disorders. The course will focus on etiology, prevalence rates, course, duration, assessment, diagnostic, and treatment issues. Attention will be drawn to the observed developmental differences in anxiety disorders, the relative contributions of research in the field, and the dynamic interaction between biological, psychological, and social factors in the field. 4 quarter hours

PSY4320 Psychology and Gender
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better
A historical and contemporary examination of the psychological issues of gender from a social, emotional, personality, physiologic, geographic, and cultural perspective. Specific topics will include career development, marriage, family, sex role development and expectations, role conflict achievement, and sexuality. 4 quarter hours

PSY4400 Child and Adolescent Disorders
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better
An introduction to the field of abnormal child psychology and the associated major theories. Students will be exposed to the pathogenic process (i.e., developmental sequence) of psychological disorders from early childhood to late adolescence. A major goal of the course is to promote critical thinking on major issues such as the genetic, biological, and environmental influences on behavior, emotions, and personality in conjunction with associated assessment, diagnostic, and treatment procedures. 4 quarter hours

PSY4420 Health Psychology
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better
An investigation of the major theories, strategies, and methods of understanding the psychological contributions to human health and disease. The psychological approaches to treating and preventing disease and unintentional injuries with a focus on health and safety promotion. 4 quarter hours

PSY4470 Psychology and Law
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better & Senior Standing
An understanding of the legal system within the context of psychological methodology and research. Historical and contemporary dilemmas within the law in addition to between the legal system and psychology will be explored. 4 quarter hours

PSY4480 Psychology of Religion
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better & Senior Standing
An examination of the contemporary issues in psychology regarding religious beliefs, values, experience, and practice. Additional topics include psychosocial comparisons of major religions, religious development, and the connection between religion and health promotion. 4 quarter hours

PSY4490 Biological Psychology
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better & Senior Standing
A study of the biological mechanisms of behavior in psychology. Topics include the development of the brain, brain behavior relationships, hormones and sexual behavior, the biology of learning, memory, and mental disorders. Emphasis will be placed on human findings and applications. 4 quarter hours

PSY4540 Introduction to Professional Counseling
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better & Senior Standing
A survey and focus on the theoretical, conceptual, and practical application of counseling regarding assessment, treatment, diagnostic, and ethical issues in Professional Counseling. Students will gain an understanding of contemporary assessment and interview techniques for mental health disorders and the array of specialties in the counseling profession. 4 quarter hours

PSY4550 Introduction to Psychological Testing and Assessment
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better & Senior Standing
A survey and understanding of the application of psychological testing and measurement techniques including self-report, interview, observation, and collateral information. The importance of test construction, utilization, and the psychometric background of tests will be considered for intellectual, emotional, behavioral, and personality applications. The course will also involve the ethical and pragmatic considerations involved with testing and measurement according to developmental level. 4 quarter hours

PSY4800 Senior Seminar I
Prerequisite: PSY2010, 2022, 3010, & PSY3300 with a C or better, Senior Standing, and a minimum GPA of 2.5 or higher
The intensive examination of current and historical issues in the field of psychology in seminar format. 4 quarter hours

Physical Therapist Assisting

PTA1001 Introduction to Physical Therapist Assisting
Prerequisites: All general education courses, ANS1001 and BIO1011 through BIO1014 with a minimum grade of B
Co-requisites: PTA1003, PTA1005
This course introduces the student to vital signs, general/universal precautions, ethical conduct, standards of practice, and the role and responsibilities of a physical therapist assistant, the history of physical therapy and the American Physical Therapy Association (APTA), documentation, and problem oriented medical records. 4 quarter hours

PTA1003 Pathophysiology
Prerequisites: All general education courses, ANS1001 and BIO1011 through BIO1014 with a minimum grade of B
Co-requisites: PTA 1001, 1005
Pathophysiology is an introductory study of disease processes in humans. Disease signs, symptoms, complications, as well as physical, clinical, and laboratory findings are reviewed by body system. Emphasis is placed on those conditions which will be seen by physical therapists or which, if present, will have an impact on the physical therapy care of patients. Treatment, medication, prognosis, precautions, and ramifications for physical therapy are also presented. 4 quarter hours

PTA1005 Kinesiology
Prerequisites: All general education courses, ANS1001 and BIO1011 through BIO1014 with a minimum grade of B
Co-requisites: PTA1001, PTA1003
Kinesiology covers the scope of the biomechanically appropriate movement of the body parts with regard to muscle action, neuromuscular innervation, neuromuscular function, and dysfunction related to abnormal postures and motion. 6 quarter hours

PTA1006 Testing and Measurement for the Physical Therapist Assistant
Prerequisites: PTA1001, PTA1003, PTA1005
Co-requisite: PTA2000
This course prepares the student to assess accurately and objectively the parameters of strength, motion, muscle length, mass, dimensions, response to exercise, and functional abilities evaluated by the physical therapist in order to determine progress toward therapist-established goals of treatment. The understanding of the use of these measures to
Description of Courses

PTA1008 Modalities
Prerequisites: PTA1006, PTA2000
Co-requisites: PTA2021
This course addresses the techniques and effects of physical agents such as thermal, ultrasound, biofeedback, diathermy, compression, traction, hydrotherapy, and electrical stimulation as treatment and/or facilitator. 6 quarter hours

PTA2000 Habilitation/Rehabilitation
Prerequisites: PTA1001, PTA1003, PTA1005
Co-requisite: PTA1006
This course introduces the student to aspects of human growth and development as they apply to basic physical therapy procedures utilized to guide the patient to maximum independence in ADLs. The student will learn basic principles of biomechanics and the application of these to safe transfers. The student will learn to assess needs and instruct in ADL techniques, as well as to fit and instruct patients in the safe use of ambulatory aids and orthotic devices. Instruction in wound care, in lower extremity amputations and prosthetics, in architectural barriers, and in pulmonary care is provided. Assessment techniques pertinent to the above topics are taught and practiced. 6 quarter hours

PTA2021 Therapeutic Exercise and Orthopedic Applications
Prerequisites: PTA1006, PTA2000
Co-requisite: PTA1008
PTA2021 studies the use of exercise techniques to impact the musculoskeletal system to increase strength, normalize range of motion, improve balance and coordination in the performance of movement, correct postural dysfunction, and promote wellness. Students will also study measurement techniques appropriate to exercise programs. 6 quarter hours

PTA2046 Advanced Habilitation/Rehabilitation
Prerequisites: PTA1008, PTA2021
Co-requisites: PTA2047, PTA2050
This course introduces the student to the theory and practice of advanced rehabilitation techniques for the complex and multiply diagnosed individual. Emphasis is on the patient with neurological dysfunction, as well as those with special rehabilitation needs due to mental and cognitive disorders. 6 quarter hours

PTA2047 Essentials of Clinical Care
Prerequisites: PTA1008, PTA2021
Co-requisites: PTA2046, PTA2050
Under the direct supervision of a physical therapist or physical therapist assistant, the student will have the opportunity to integrate didactic and laboratory learning by demonstrating selected clinical competencies. Specifically those competencies related to basic organization, professional interaction, and practice of clinical skills learned in the preceding three academic terms. This is a minimum of 52, maximum of 60 hours unpaid clinical externship. 2 quarter hours

PTA2048 Clinical Externship I
Prerequisites: PTA2046, PTA2047, PTA2050
Co-requisite: PTA2049
This is a minimum of 220, maximum of 240 hours of unpaid clinical externship through which students perform and validate their professional competencies under the direct supervision of a licensed physical therapist or physical therapist assistant. 8 quarter hours

PTA2049 Current Rehabilitation Issues
Prerequisites: PTA2046, PTA2047, PTA2050
Co-requisite: PTA2048
This is a lecture discussion course consisting of presentations designed to acquaint the student with the latest practice techniques and venues used in the care of patients requiring physical therapy intervention. Presentations will be made by local clinicians as well as by students, based on an independent study conducted during the first 7 weeks of the term in fulltime clinical rotation PTA2048. 4 quarter hours

PTA2050 Professional Seminar
Prerequisites: PTA1008, PTA2021
Co-requisites: PTA2046, PTA2047
Professional Seminar allows the students to self teach and to learn skills associated with utilization of learning, community, and other resources in the gathering of new knowledge. The ability to communicate effectively in writing and orally, to professional and community groups, is stressed. 4 quarter hours

PTA2099 Clinical Externship II
Prerequisites: PTA2048, PTA2049
This continuation of PTA2048 is an additional minimum of 360, maximum of 400 hours of unpaid clinical externship, through which students perform and validate their professional competencies under the direct supervision of a licensed physical therapist. 12 quarter hours

Public Administration

MPA5001 Foundations of Public Administration
Prerequisites: None
This course provides students with an overview of public administration and examines the political, social, institutional, and organizational setting in which practitioners in public administration function. 4 quarter hours

MPA5005 Public and Non-profit Organizational Behavior
Prerequisites: MPA5001
This course addresses the issues of motivation, leadership, and communication within public and non-profit organizations. Included are negotiation, conflict resolution, and team-building. Special attention will be paid to the unique character of public and non-profit organizations operating with a mission of public service and within the context of the political leadership and public constituencies. 4 quarter hours

MPA6001 Research and Data Analysis in Public Administration
Prerequisites: MPA5001
This course explores the concepts, principles, and methods of research in public administration, with application to administrative functions and decision making. Topics may include literature reviews, research design, definition and measurement of variables, analysis and interpretation of data, and communication of research results. Emphasis is placed on the role and importance of scientific investigations and systematic inquiries in the development and planning of public policy related to public administration and its functions. 4 quarter hours

MPA6100 Non-profit Fundraising and Volunteer Development
Prerequisites: MPA5001
This course explores the goals, processes, and activities associated with fundraising and resource development including the resources provided by volunteers in the non-profit sector. Topics may include annual and capital campaign development, special events, planned giving, communication strategies, stakeholder relationships, automation techniques, and volunteer procedures (including recruitment, training, and recognition). Course will also address legal reporting requirements pertaining to contributions. 4 quarter hours

MPH6105 Grant Writing and Contract Administration
Prerequisites: MPA5001
This course examines the strategies and execution of grant and proposal writing as well as contract administration in the non-profit and governmental sectors. Topics may include research into funding sources, use of prospectus documents, preparation of competitive proposals for grants and contracts, and peer review. Students will engage in all aspects of grant and proposal writing, including how to efficiently and effectively describe research and program design, outcomes, objectives and methodology, data management, evaluation, and budget development applied to the preparation of an actual proposal. Students will also examine the contract administrative responsibilities resulting from successful grants and contracts, including monitoring and reporting program and fiscal data. 4 quarter hours
MPA6110 Management of Non-profit Organizations
Prerequisites: MPA5001
This course explores the history, growth, and evolution of the non-profit organizations and examines the critical management and leadership challenges facing the professional manager in the non-profit sector. Topics may include the role of the executive team, board of directors, full-time staff, and volunteers in identifying and realizing the mission of a non-profit organization. In addition, students will study the legal framework and requirements for non-profit organizations including those pertaining to lobbying and electoral politics. 4 quarter hours

MPA6115 Program Evaluation of Public and Non-profit Organizations
Prerequisites: MPA5001
This course examines the goals, methods, and techniques of program evaluation in governmental and non-profit organizations. Special emphasis is placed on how program evaluation relates to legislative and executive budgeting, program planning, and program implementation. 4 quarter hours

MPA6501 State and Local Government and Intergovernmental Relations
Prerequisite: MPA5001
This course analyzes the structure, principles, and operation of state and local government in the United States. It examines the governmental interrelationships contained in the American Federal system. Topics may include the analysis of the executive, legislative, and judicial functions of state and local governments, with special attention paid to the similarities and differences among the levels and branches of government as well as the complementary and conflictual relationships between the state and federal government levels. 4 quarter hours

MPA6505 Legislative and Judicial Process
Prerequisites: MPA5001
This course examines the process of enacting laws and performing other legislative/administrative/judicial functions in the U.S. Congress and state legislatures. Special attention is paid to the relationship between public administrators and the legislative and judicial processes. 4 quarter hours

MPA6510 Economics of Public Policy
Prerequisites: MPA5001
The course introduces students to the basic concepts in economics including the role it plays in developing public policy. Topics may include market failures, supply and demand, public service fees, cost-benefit analysis, and unemployment, opportunity costs, Pareto efficiency, and social welfare. 4 quarter hours

MPA6515 Public Policy Analysis
Prerequisites: MPA5001
The course provides an overview of the concepts and processes of policy research, including the relationship between policy analysis and programmatic planning. Topics may include the role of policy analysis in improving government decision making and assessing the effectiveness of public programs. 4 quarter hours

MPA6520 Legal Environment of Public Administration
Prerequisite: MPA5001
This course focuses on the relationship between public administration and the law. Topics may include the role of public administrators in formulating law and policy through the rule-making process and administrative law, and the application of law to public organizations, managers, and the administration of governmental programs, and the liability of government in selected settings. 4 quarter hours

MPA6599 Strategic Challenges in Public Administration
Prerequisites: Completion of all other courses in the program
This course integrates knowledge, skills, and abilities from a wide variety of content areas to better meet the challenges faced by public administrators. Topics may include developing organizational strategy, executing decision making, shaping the planning process, and managing of organizational change. Use of the case method will draw significantly on students’ prior public administration study and experience. 4 quarter hours

Sociology

SOC1001 Introduction to Sociology
This course serves as an introduction to the study of human social development, its organizations, and its institutions. It teaches the student to look at our society and others from a sociological perspective. Specific areas covered are group dynamics, social deviance, gender equality, racial and ethnic relations, the family, religion, and education. 4 quarter hours

Public Speaking

SPC1026 Public Speaking
This course is designed to prepare the student to develop and improve the ability to communicate. Self-expression, preparation of effective speeches, and development of speaking and listening skills will be emphasized. 4 quarter hours

Professional Development

UVC1000 Strategies for Success
Designed to help entering students develop a more effective approach to college success, this course emphasizes positive self-evaluation, goal setting and motivation; practical skills of successful students; effective use of the library and the many sources of information available; and the concepts and tools of critical thinking, and their applications. 4 quarter hours

UVC1010 Keyboarding I
This course concentrates on complete knowledge of the keyboard. Emphasis is on the development of touch typing and proper typing techniques. 4 quarter hours

UVC1021 Introduction to Word Processing
Co or Pre requisite: ENG1001
Introduction to Word Processing familiarizes students with the concepts of word processing software. Students are trained to use the basic functions of word processing software in the production of various types of documents. 4 quarter hours

Introduction to Word Processing familiarizes students with the concepts of word processing software. Students are trained to use the basic functions of word processing software in the production of various types of documents. 4 quarter hours

Description of Courses
Administration and Faculty

Members of the Board of Trustees 2008-09
William M. Hubbard, Board Member; President and CEO, Savannah Area Chamber of Commerce.
John R. McKeman, Jr., Board Member; Executive Chairman, Education Management Corporation.
Charles F. McMillan, Board Member; President, McMillan & Associates.
Howard J. Morrison, Jr., Board Member; President, Lebanon Ventures.
Todd Nelson, Board Member; President and CEO, Education Management Corporation.
John T. South, III, Chancellor, South University.
Arnold Tenenbaum, Chairman of the Board; Retired President & CEO, Chatham Steel Corporation.
Eric R. Winger, Board Member; President and CEO, Savannah Economic Development Authority.

Corporate Officers
John T. South, III, President; Chancellor, South University.
J. Devitt Kramer, Senior Vice President, General Counsel and Corporate Secretary; Education Management Corporation.
Dorinda Pannozzo, Vice President, Finance and Treasurer; Education Management Corporation.

Administrative Staff
Staff listings current as of October 2008.

John T. South, III, Chancellor
Heather Askew, Director of Communications
Dustin Barrett, Director of Technology
John M. Brooks, Ph.D., Dean, College of Arts & Sciences; B.A., M.A., Texas Tech University; Ph.D. Ohio State University.
Bruce Chong, Assistant Vice President, Marketing
Michael Dudich, Vice President, Human Resources
James C. Freyburger, Vice President, Information Technology
Leigh Gaffney, Human Resources Coordinator
O. Joseph Harm, III, Ph.D., Systems Vice President for Academic Affairs; B.S., Trinity College (CT); M.S., Vanderbilt University.
Rose Kearney-Nunnery, Ph.D., Dean, College of Nursing; B.S. Keuka College; M.N., Ph.D., University of Florida.
Lois Kephart, Administrative Assistant
Dana Ketcham, Sr. Financial Analyst
Mary Agnes McDonough, Accountant
Matthew Mills, System Vice President of Admissions
Cheryl Moore, Business Manager
A. William Paulsen, Ph.D., Dean, College of Health Professions; B.S., University of Akron; M.M.Sc.; Emory University; Ph.D., University of Mississippi Medical Center.
Deborah Rousse, Executive Assistant to the President
Kate Sawyer, M.S.L.S., Director of University Libraries; M.L.S., State University of New York (Albany); B.S., Nazareth College.
Christy Shapard, Staffing Administrator
Douglas M. Stein, Ph.D., Academic Director for Online and Blended Programs; B.S., M.A.S., Northern Illinois University; M.B.A., Ph.D., University of Wisconsin (Madison).
Kristen Weldy, M.A., Institutional Research Analyst; B.A., Baldwin Wallace College; M.A., Kent State University.
Nancy Whitten, Executive Administrative Assistant
Kathrina R. Wigren, Vice President for Finance
Roger Wollschlager, Accounting Supervisor

Steven K. Yoho, Ph.D., Dean, College of Business and Professor of Management; B.S., Oklahoma Christian University; M.B.A., West Virginia University; Ph.D., Ohio State University.

Columbia Campus
Keshia Atkins, Student Services Coordinator
James Byrd, Assistant Director of Financial Aid
Aimee Carter, Director of Career Services
Vanessa DeBauke, Assistant Director of Admissions

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Keshia Atkins, Student Services Coordinator
James Byrd, Assistant Director of Financial Aid
Aimee Carter, Director of Career Services
Vanessa DeBauke, Assistant Director of Admissions

Amanda D. DiPietorico, Head Librarian, B.A., M.L.I.S., University of South Carolina
Elizabeth Dolinger, Assistant Librarian, B.A., M.A., M.L.I.S., University of South Carolina
Robyn M. Elerby, Library Circulation
Walter Havaset, Director of Financial Aid
Myrna Hodges, Assistant Director of Admissions
James A. Holmes, Financial Aid Officer
Shakeara Hudson, Assistant Director of Admissions
Annie M. Jacobs, Custodian
Tosha M. Jordan, Assistant Director of Admissions
Brad Kaufman, Dean of Student Affairs
Sheila Lewis-Jeter, Assistant Director of Admissions
James McDonough, Assistant Director of Admissions

Dennis L. McElhoie, Ph.D., Dean of Academic Affairs; A.S. Indiana University; B.S. Indiana Wesleyan University; M.S.; Ph.D., Purdue University.
Joseph McGee, Business Office Manager
Wanda J. Morgan, Administrative Assistant
Clinton I. Mottele, IT Desktop Analyst
J. Todd Powell, Bookstore Manager
Lewis Pressley, Jr., Facilities Manager
Stephanie Pressley, Receptionist
Neketta Ramsey, Assistant Director of Admissions
Catherine Sonatore, Receptionist
Cheryl Stevenson, Associate Dean of Students
Joyce M. Straiter, Assistant Registrar
Missy Thompson, Executive Assistant to the President
Rickey Vassor, Financial Aid Officer
Teisha Wade, Director of Admissions
Warren Weyer, Financial Officer
Melinda M. Williams, Registrar

Montgomery Campus
Michael Barnett, Custodian
James Berry, Financial Aid Officer
Robert Berryman, Assistant Director of Admissions
Victor Biebighauser, President
Donna Chou, M.L.S., Head Librarian
Kathleen Clements, Administrative Assistant
Jonathan Darby, M.L.B.S., Librarian
Gennice Diggs, Assistant Director of Admissions
William Eagerton, Jr., Associate Director of Admissions

Mary A. Gilland, Associate Registrar
Jenny Hodo, Business Manager
Dottie King, Associate Director of Admissions
Donna Long, Library Assistant
Frederic Madison, Financial Aid Officer
Basil Manly, IV, Dean of Academic Affairs; B.S., Virginia Polytechnic Institute and State University; M.B.A., University of South Dakota.
Patricia McCormick, Dean of Student Affairs
Yvonne Miller, Director of Financial Aid
Angela Newton, Registrar
Anna Pearson, Director of Admissions

Candi Porter, Dean of Student Affairs
Amber Sloan, Assistant Director of Admissions
Laurie Smith, Assistant Registrar
Yvette Smith, Bookstore Manager
Tomi Thomas, Financial Aid Officer
Anna Brown, Librarian
Virginia Martin, Lab Assistant – PTA
Deborah Oliver, Receptionist
Joe Taylor, Jr., Custodian
Tyrone White, Custodian

Savannah Campus
Catherine Barton, Financial Aid Officer
Robert Bohman, Ed.D., Dean of Academic Affairs; Ed.D., Nova Southeastern University; M.S.T., Georgia Southern University; B.S.E.D., Georgia Southern University.
Eleanor Bowden, M.S.L.S., Librarian; M.S.L.S., Drexel Institute of Technology; B.S., South Carolina State University.
Deborah Brinkman, Assistant Director of Admissions
Kenya Brown, Lab Assistant, School of Pharmacy
Tressa Bush, Director of Financial Aid
Todd M. Cellini, Dean of Student Affairs
Carolyn Crudup, Financial Aid Officer
Dana Davis, Registrar
Jennifer Eardley, Library Assistant
Jennifer Ehrner, Assistant Director of Admissions
Robert Ellington, Jr., Assistant Director, Financial Aid
Gabriella Fischer, M. Ed., Assistant Dean of Student Affairs, School of Pharmacy
Sharon Fischer, AA Education Program Coordinator
Michael Garcia, Custodian
Stacey L. Gibson, Financial Aid Officer
Candace Goodwin, President
Ayanna Gordon, Financial Aid Office
Misty Gordon, VA and State Grants Coordinator
Tonya R. Griner, Business Manager
Kimberly Hahn, PA Enrollment Manager
Clytie Hall, Receptionist
Donald Holland, Director of Career Services
Deonca Holmes, Assistant to the Registrar
Antoinette Kelly, Custodian
Renae Jacobs, Administrative Assistant, School of Pharmacy
Barbara Lackey, M.S., Evening and Weekend Coordinator
Debra Lanier, Executive Administrative Assistant to the President
Daniel LeSueur, Assistant Director of Admissions
William Lyght, Director of Facilities and Security
Kari Pahno, Director of Housing and Student Activi-
Jean Pemberton, Administrative Assistant
Caridad Perez, Assistant Director of Admissions
Jeffrey Phillips, Assistant to the Registrar
Mary Phillips, Evening Receptionist
Rachel Ridley, Administrative Assistant, School of Pharmacy
Patrick Riley, Project Assistant Director of Admissions
Terry Romeo, Custodian
Julie Sehl, Executive Administrative Assistant, School of Pharmacy
Shirley Sells, Administrative Assistant, School of Pharmacy
Janice Shipp, Librarian Assistant
David Snider, Custodian
Max Paul, Assistant Director of Admissions
Amanda L. Piskor, Financial Aid Officer
Matthew Pritikin, Assistant Director of Admissions
Melodi Ramtallie, Assistant Business Officer Manager
Elsa Reyes, Custodian
Joan M. Rivers, Custodian
Autumn Robinson, Financial Aid Officer
Joseph S.C. Simplicio, Ph.D., Dean of Academic Affairs and Operations; B.A. Seton Hall University; M.A. Montclair State University; Ph.D. New York University.
Kafe Solano, Receptionist
Laura Thompson, Assistant Director of Admissions
Marie Urbina, Librarian
Lucas R. Whitaker, Assistant Director of Admissions

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Faculty
Faculty listings current as of October 2008.

Columbia Campus
Abd'Allah Adesanya, Legal/Paralegal Studies; B.A. University of Redlands; J.D. University of California
James R. Anthos, Program Director, Information Technology; B.S. Strayer College; M.B.A. West Virginia Wesleyan College; M.S. University of Phoenix.
Pierre Barakat, Ph.D., Program Director, Health Care Management; B.S., M.B.A., Ph.D., University of South Carolina.
James Boland, Business Administration; B.S. University of South Carolina; Masters of Accountancy, University of South Carolina.

Connie Breeden, Legal/Paralegal Studies; B.A. Clemson University; J.D. University of Connecticut School of Law.
Robert Brown, Legal/Paralegal Studies; B.A. Erskine College; J.D. University of South Carolina.
Glenda Coleman, Business Administration; B.A. University of South Carolina; M.B.A. Columbia University; J.D. Georgetown University.
Tegia Coleman, Ed.D., Criminal Justice; B.S., M.C.J., Ed.D., University of South Carolina.
P. Wayne Corbett, Program Director, General Studies; B.A. University of South Carolina; M.A. University of Georgia.
Peggy Cwiakala, General Studies; M.C.I.S. Rutgers, The State University of New Jersey; M.L.L.S. University of South Carolina.
James Dahm, Chair, Graphic Arts; B.F.A. University of Georgia; M.F.A. Maryland Institute College of Art.
Michele Dames, Graphic Arts; B.F.A. The College of New Jersey; M.A. University of South Carolina.
Yvette David, Nursing; M.S. South Carolina State University; B.S. South Carolina State University.
Susan Davis, Ph.D., Business Administration; B.S. Pennsylvania State University; M.B.A. University of Rochester; Ph.D. Capella University.
Lisa Dills, Ph.D., General Studies; B.A., M.A., University of Wyoming; M.I.S., Ph.D., University of South Carolina.
Bobby D. Dobbins, Ed.D., Program Director, Professional Counseling; B.A. University of South Carolina; M.A. State University of West Georgia; Ed.D. University of Sarasota.
Patsy Rochelle-Fields, Information Technology; B.S. Devry Institute of Technology; M.S.M., M.C.I., Webber University.
James Fisher, Ed.D., General Studies; B.S. College of Emporia; M.S. Kansas State Teachers College; Ed.D. Indiana University.
Barbara Fisher, Ph.D., General Studies; B.S. Winston-Salem State University; M.S., Ph.D., Southern Illinois University.
Willie Frierson Jr., General Studies; B.S. University of South Carolina; M.S. Converse College.
Eric Graves, Business; B.A. Wofford College; M.B.A. Webster University.
Audra Green-Castor, General Studies; B.S. South Carolina State College; M.B.A. Augusta State University.
Chasity C. Green, Nursing; B.S. Stillman College; M.S. Purdue University.
Robert L. Green, General Studies; B.S. Morehouse College; M.S. Purdue University.
Cameron Gurlay, Graphic Arts; B.S., M.A., University of South Carolina.
Vicki Hallman, Criminal Justice; B.A., M.C.J., University of South Carolina.
Laurie Harden, Program Director, Nursing; M.S.N. University of South Carolina; B.S.N. Clemson University.
Carolyn Homer, General Studies; B.S. Ohio State University; M.S. University of Akron.
Karen Irving, Nursing; A.S., B.S., University of Vermont; B.S.N. University of Maine; M.S.N. Walden University.
Donna Jenkins, Program Director, Medical Assisting; A.S., B.S., South University.
Rosetta Johnson, Business Administration; B.S. Benedict College; M.Ed. University of South Carolina; M.A. Webster University.
Luselina Kea, General Studies; B.A. Columbia College; M.A. The Citadel.

West Palm Beach Campus
Kacey Atkinson, Director of Financial Aid
Michelle Belkin, Registrar
Andrea Bevili, Bookstore Manager
David Bosca, M.A.L.S., M.A., Head Librarian; B.A., University of Notre Dame; M.A., Mississipi College; M.A.L.S., University of Michigan.
Leanne Dills, Administrative Assistant
Rowena Geisler, Business Office Manager
Danneel M. Grey, Director of Career Services
Mildor Hines, Assistant Librarian
Sharon Jackson, IT Administrator
Dawn Kaufman, Receptionist
Phebe Kerr, Dean of Student Affairs
Erika Landa, Assistant Director of Financial Aid
John Leonard, Custodian
Daphne Louboutin-Delgado, Financial Aid Officer
Gary A. Malisos, Director of Admissions
Maya Manyarathe, Financial Aid Officer
Vincent Marino, Assistant Director of Admissions
D. Dwight McGuire, President
Etha M. Mitchell, Assistant Director of Admissions
Regina R. Munroe, Assistant Registrar
Vicki L. Painter, Administrative Assistant

Mary Torrice, Financial Aid Officer
Henry Westberry, Custodian
Gene Whitaker, Jr., Classroom Analyst
Lisa Wilson, Bookstore Manager
Valerie Vaughn, M.L.S., Head Librarian; A.B. Youngstown State University; M.S.L.S. University of Kentucky.
Christine Zdanowicz, Administrative Assistant, School of Pharmacy

Tampa Campus
Christie Addison, Business Office Manager
Misti Beierlein, Student Accountant
Joshua Brown, M.S., Director of Shared Libraries, Librarian; B.A. Eastern College; M.L.I.S. University of South Florida.
Patrick Carswell, Assistant Director of Admissions
Sharon Clavson, Registrar
Dan Cole, RN Ph.D., President, Professor; A.A. Indiana University Southeast; B. Music Westminster College; B.S.N. University of State of New York; M.S.N. State University of New York; Ph.D. University of Florida.
Dennis Corrado, Director of Admissions
Melissa Dunn, Administrative Assistant
Rahael Fons, Administrative Assistant
William Gomez, Classroom Support Analyst
Susan Hewitt, Assistant Director of Admissions
Tiffany Locks, Bookstore Manager, Administrative Assistant, Nursing
Rory McDonald, Assistant Director of Admissions
Justin McGlothlin, Director of Student Financial Services
Jason Miracle, Assistant Director of Admissions
Yvonne Montell, Associate Director of Admissions
Michael Osn*, Facilities Manager
Rebecca Perez*, Mail Room Manager
Kasha Rutledge, Assistant Director of Admissions
Jodie Snyder, Associate Director of Student Financial Services
Sara Shirk, Administrative Assistant, Physician Assistant

* Shared service employee with the Art Institute of Tampa and Argosy University/Tampa
Administration and Faculty

Rosvelt Martian, General Studies; B.S., M.A., University of South Carolina.

Samuel Mokeba, Legal/Paralegal Studies; B.A. University of Yaounde, West Africa; M.P.A. University of South Carolina; J.D. Louisiana State University.

Daniel Mooney, General Studies; B.A., M.A., State University of New York at Buffalo.

Rush Oliver, Ph.D., Medical Assisting; B.S. Hendersonson University; Ph.D. Louisiana State University.

Kay Poston, D.B.A., Program Director, Business Administration; B.A., M.Acc., D.B.A., University of Tennessee.

Denny C Powers, Program Director, Criminal Justice; B.S. State University of New York–Albany; M.F.S. George Washington University; Ed.S. National Louis University.

Steven Pressley, Ph.D., Business Administration; B.S. Clemson University; M.A. Webster University; Ph.D. Clayton University.

Anna Reeves, Medical Assisting; A.A.S. Community College of Philadelphia; B.S. Southern Wesleyan University; M.A. Webster University.

April Sampson, Legal/Paralegal Studies; J.D. University of South Carolina; B.A. Washington University.

Francis Segedin, Ph.D., Professional Counseling; B.A. Christian Brothers College; M.A. Ball State University; Ph.D. University of Wisconsin.

John Shuppee, Program Director, Legal/Paralegal Studies; B.A., J.D., University of South Carolina.

Dorothy Sims, Business, General Studies; B.S. Allen University; M.Ed. University of South Carolina.

Jarrell Smith, Ph.D., Professional Counseling; B.A. Georgia Southern College; M.A. Ball State University; Ph.D. University of South Carolina.

Ralph Spraker, General Studies; B.A. Biola College; M.A. University of South Carolina.

J. Ripley Thames, Associate Director, Legal/Paralegal Studies; B.S. Southern Illinois University; J.D. University of South Carolina.

Jennifer Trivett, General Studies; B.A. Oglethorpe University; M.A. University of South Carolina.

Arline Washington, Professional Counseling; B.A. South Carolina State University; M.S. Indiana State University.

Wendy Whittner, Ph.D., Health Care Management; B.A., M.P.H. University of South Carolina; Ph.D. Walden University.

Lisa Wilcox, Legal/Paralegal Studies; B.A. Miami University (Ohio); J.D. Ohio State University.

Sharon Williams, Ed.D., Professional Counseling; B.A. Limestone College; M.S.W. University of South Carolina; Ed.D. Argosy University.

Robert Wolff, Ph.D., Medical Assisting; B.A. Hope College; M.A. Western Michigan University; Ph.D. University of Wisconsin.

Douglas Young, General Studies; A.A. North Greenville Jr. College; B.A. Erskine College; M.A. University of South Carolina.

Montgomery Campus

Jamsetta E. Adams, General Studies; B.S., M.Ed., Alabama State University.

Barbara J. Allison, D.B.A., Program Director, Business Administration; B.S., M.B.A., University of Alabama; D.B.A., Louisiana Tech University.

Tara T. Arnold, Psychology; B.A. Auburn University; M.S. University of Louisiana Monroe.

Pamela Barber-McCorvey, Business Administration; B.S., University of Alabama; M.B.A., Troy University – Montgomery.

Gene A. Barrett, Business Administration; B.S., Troy University; M.B.A., Golden Gate University.

Faith A. Berryman, Clinical Coordinator, Physical Therapist Assistant; B.S., University of South Alabama.

Karen P. Chambers, Criminal Justice; B.S. Auburn University; J.D. Jones School of Law.

Libby J. Christensen, General Studies; B.A., Transylvania University; M.A.T. Vanderbilt University.

Thomas H. Claunch, III, Legal/Paralegal Studies; B.S., M.B.A., Auburn University – Montgomery; J.D., Jones School of Law.

Delores F. Corb, General Studies; B.A. Judson College; M.A.T. Troy University.

Jeffrey N. Cotton, Physical Therapist Assistant; A.A.S., Wallace State Community College; B.A.A., Auburn University – Montgomery.

Ronald Crowe, Ph.D., Business Administration; B.S., Texas A&M University; M.A., Ph.D., University of Central Florida.

Geraldine R. Daniels, Legal/Paralegal Studies; B.A., M.S. University of Alabama; J.D. Miles Law School.

Cheryl G. Davis, Program Director, Healthcare Management; B.S., Tuskegee Institute; B.S., M.S., Alabama State University; M.A., University of Alabama; D.H.A., Central Michigan University.

John J. Davis, Legal/Paralegal Studies; B.S., Auburn University – Montgomery; J.D., Jones School of Law.

Kathryn M. Dickey, Program Director, Legal/Paralegal Studies; B.S., Troy University; M.S., Troy University Montgomery; Ed.S., Auburn University Montgomery; J.D., Jones School of Law.

Diane V. Difante, Medical Assisting; B.S. Penn State University.

Charles E. Duncan, Business Administration; B.S., M.B.A. Jacksonville State University.


Henry P. Fowler, Jr., Legal/Paralegal Studies; B.A., George Washington University; J.D., Cumberland School of Law, Samford University.

Stanley French, Medical Assisting; B.S., Auburn University; M.S., Troy University.

Tomeka L. German, Business Administration; B.S. Auburn University Montgomery; M.B.A. Troy University.

Denny Hewlett, Medical Assisting; B.S., University of Nebraska Medical Center.

Roger H. Humbee, Program Director, Criminal Justice; B.S., M.B.A. Auburn University Montgomery.

Hamilton R. Johnston, Legal/Paralegal Studies; B.A. University of Alabama; J.D. Jones School of Law.

Michael J. Labosky, General Studies; B.A., M.A., Wake Forest University; M.S., Air Force Institute of Technology.

James L. Lewandowski, Business Administration; B.B.A., Faulkner University; M.B.A., Auburn University – Montgomery.

Jeremy W. Logan, Information Technology; B.S. Auburn University; M.B.A. Auburn University Montgomery.

Don R. Majure, Internship Coordinator, Professional Counseling; B.M., M.S. University of South Alabama; M.A., Psy.D. Georgia School of Professional Psychology.

Fibbert Martin, Business Administration; B.A., Saint Leo College; M.A., Central State University.

Angela M. Mazza, Physical Therapist Assistant; B.S., M.P.T. Saint Louis University.

Daniel W. McDonald, Business Administration; B.S., University of Alabama; M.B.A., Armstrong Atlantic State University.

Janice P. McLane, General Studies; B.A., Huntington College; M.A., University of Alabama.

William E. McNeil, Ph.D., Professional Counseling; B.S., M.Ed., Alabama State University; Ph.D., The University of Vermont.

Trisha L. Melberg, Legal/Paralegal Studies; B.S.Samford University; J.D. University of Alabama Law School.

Ronald E. Moody, Program Director, Information Technology, B.T.E., Auburn University; M.S., Columbus State University.

Kalai Mugilan, Ph.D., Program Director, Healthcare Management; B.S., M.A., M.P.H., Ph.D. University of Alabama at Birmingham.

Vernet C. Nettles, General Studies; B.A., Xavier University; M.Ed., University of South Alabama.

F. Marchman Perry, Program Director, General Studies; B.S. United States Military Academy; M.S. Naval Postgraduate School.

Donna W. Prashad, Legal/Paralegal Studies; B.S., Auburn University – Montgomery; J.D., University of Alabama School of Law.

Laura S. Priori, M.D., Medical Assisting; B.S., Troy University; M.D., University of Alabama School of Medicine.

Joseph Profio, Ph.D., Program Director, General Studies; B.A., Northwestern University; Ph.D., Vanderbilt University.

Linda Reynolds, Program Chair, Medical Assisting; B.A. Huntington College; M.H.S. Nova Southeastern University.

Robert K. Rhodes, Physical Therapist Assisting; A.A.S., Wallace State Community College; B.S., University of Alabama; D.P.T., Alabama State University.

Joanne Rice, Program Director, Physical Therapist Assisting; B.S., Boston University; M.S., Columbus State University; D.P.T., Boston University.

Suzanne S. Rose, Medical Assisting; B.S., B.S., B.S., Lamar University.

Debra A. Salas, Information Technology/General Studies; B.S., University of Maryland; M.S., University of Phoenix.

Andrea C. Sanders, Business Administration; B.S., University of Alabama – Birmingham; M.S., Troy University.

Lee V. Self, Ph.D., Program Director, Professional Counseling and Psychology; B.S., M.A., Ph.D. University of Alabama.

Harold O. Simpson, General Studies; B.S., M.S., Alabama State University.

Gary V. Smith, General Studies; B.S. Villanova University; M.A. New York University; M.A. Wesleyan University; D.A. Lehigh University.

Roxanne St. Martin, Physical Therapist Assisting; B.A., Huntington College; D.P.T., University of Southern California.

Wasahly A. Steele, General Studies; B.S., M.Ed. Alabama State University.

Fred L. Sticckland, Information Technology; B.A. Stetson University; B.S. University of Maryland; M.A. Central Michigan University; M.S. Troy University; Ph.D. Auburn University.

Brian Y. Thomas, Physical Therapist Assisting; A.A.S., George C. Wallace Community College; B.S., Auburn University.

Harold Thompson, Criminal Justice; B.S. Faulkner University; M.S. Troy University.
Administration and Faculty

Jerry C. Findley, Criminal Justice; M.S., National University; B.S., Georgia College & State University.

Laurie Fitts, Ph.D., Healthcare Management, Online Programs; B.A., State University of New York (Buffalo); M.P.A., Pace University, Ph.D., Walden University.

Michael Markford, Ph.D., Professional Counseling; B.S., Texas A & M University; Ph.D., Texas Tech University.

Heather Fouse, Pharm.D., Assistant Professor, School of Pharmacy; Pharm.D., West Virginia University School of Pharmacy.

Lori B. Gaylos, Clinical Coordinator, Physician Assistant; M.P.A.S., University of Nebraska; B.S.P.A., Medical College of Georgia; A.S., Middle Georgia College.

A. Samantha Glaudel, J.D., Legal/Paralegal Studies; J.D., Southern Illinois University at Carbondale School of Law; B.A., Illinois Wesleyan University.

Andrea H. Goldstein, Psy.D., Psychology, Online Programs; B.A., Florida Atlantic University; M.S., Psy.D., Miami Institute of Psychology.

James Gann, Legal/Paralegal Studies; J.D., University of Georgia; B.A., Armstrong State College.

Catherine C. Grant, Physician Assistant; B.S., South Carolina State University; M.S.P.A.S., University of Nebraska.

Michael Loyd Gray, General Studies, Online Programs; B.S., University of Illinois; M.F.A., Western Michigan University.

Bettye P. Griffin, Business Administration, Online Programs; B.A., California State University (Sacramento); M.B.A., Golden Gate University; M.S., Capella University.

Giuseppe Guminia, Ph.D., Associate Professor, School of Pharmacy; Ph.D., B.S., University of Catania (Italy).

William G. Hahn, Ph.D., Professor, Department of Business; Ph.D., M.Ed., Georgia State University; B.A., Emory University.

Jeanette Hartshom, Ph.D., Nursing, Online Programs; B.A., University of Illinois; B.S.N., Medical University of South Carolina; M.S.N., University of South Carolina; Ph.D., University of Texas.

William A. Hayes, II, Ph.D., General Studies, Online Programs; B.S., M.S., University of Tulsa; Ph.D., Texas A & M University.

Robert W. Hernandez, General Studies; B.A., Columbia College; M.A., Columbia University; M.S.W., Savannah State University.

Susana M. Hernandez, Business Administration; M.B.A., University of Phoenix; B.A., Towson University.

Pamela Hite, Pharm.D., Assistant Professor, School of Pharmacy; Pharm.D., Samford University.


Cynthia Holmes-Lewis, General Studies; B.I.T., M.B.A., American Intercontinental University.

Rachel Hoover, Physician Assistant; B.A., Wheaton College; M.S.P.A.S., DeSales University.

Tricia A. Howard, Physician Assistant; M.B.S., B.S., Medical University of South Carolina; B.A., College of Charleston.

Cynthia M. Hughes, Information Technology; A.A.S., Concordia University; B.A., Concordia University; M.S., University of Phoenix.

Charles B. Irvin, J.D., Ph.D., Legal/Paralegal Studies, Online Programs; B.S., Jackson State University; J.D., Loyola University School of Law; Ph.D., University of Southern Mississippi.

Kelli P. Jervis, Pharm.D., Lab Instructor, School of Pharmacy; Pharm.D., University of Georgia.

Curtis E. Jones, II, Ph.D., Assistant Dean, School of Pharmacy; Assistant Professor, School of Pharmacy; Ph.D., B.S., Medical University of South Carolina.

Melissa C. Jones, Pharm.D., Assistant Dean of Admissions, School of Pharmacy; Assistant Professor, School of Pharmacy; Pharm.D., Medical University of South Carolina; B.S., University of South Carolina.

Michael W. Jones, Information Technology, Online Programs; A.S., Abraham Baldwin Agricultural College; B.S., Valdosta State University; M.S., University of Phoenix.

W. David Jones, Ph.D., Business Administration; B.S., University of Tennessee; M.B.A., Augusta College; Ph.D., Indiana University.

Don A. Joul, Ph.D., Department Chair, Criminal Justice; Ph.D., University of California (Irvine); M.A., B.A., California State University (San Bernardino).

Mountasser (Alex) Kadrie, Healthcare Management, Online Programs; B.S., Damascus State University; B.S., California State University; M.H.A., Chapman University.

Alan E. Kahn, General Studies, M.A., University of Bridgeport; B.A., State University of New York (Poughkeepsie).

John P. Kennedy, Ph.D., Research Assistant Professor, School of Pharmacy; Ph.D., B.S., Medical University of South Carolina.

Scott E. Kincaid, Pharm.D., Assistant Professor, School of Pharmacy; Pharm.D., West Virginia University.

John D. Klaizt, Business Administration; M.B.A., B.B.A., Georgia State University.

Kathryn Klock-Powell, Ph.D., Professional Counseling; Ph.D., M.A., University of Georgia; B.A., State University of New York (Stony Brook).

David Lake, Ph.D., Anesthesia Sciences/Physician Assistant; B.S., University of California; M.S., Indiana State University; Ph.D., Texas Tech University.

C. Scott Lancaster, Pharm.D., Assistant Professor, School of Pharmacy; Pharm.D., University of North Carolina (Chapel Hill); B.S., B.A., North Carolina State University.

Stefanie Lassitter, Online Programs; B.A., Grand Valley State University; M.A., Eastern Michigan University.

Kavita Leone, Ph.D., General Studies, Online Programs; B.A., St. Joseph College; M.A., Central Connecticut State University; Ph.D., Capella University.

Lina Liken-Paske, Ph.D., General Studies, Online Programs; B.A., Seton Hill College; Ph.D., Nova Southeastern University.

Ruth A. Linton, Business Administration; M.B.A., B.B.A., South University.

John Lombardi, Information Technology, Online Programs; B.A., College of Santa Fe; M.Ed., Southeastern Louisiana University; M.S., University of Phoenix.

Amy Lugo, Pharm.D., Assistant Professor, School of Pharmacy; Pharm.D., University of Florida; A.A., Florida Community College.

Launa Lynch, Ph.D., Assistant Professor, School of Pharmacy; B.S., M.S., Ph.D., Idaho State University.

Lalia Macias-Morainity, Ph.D., Assistant Professor, School of Pharmacy; B.S., University of Texas (El Paso); M.P.H., Ph.D., University of North Texas Health Science Center.

David Mack, Program Director, Legal/Paralegal Studies; B.A., State University of New York (Buffalo); J.D., Mercer University School of Law.

P. Michael Manuel, General Studies; M.A., West Georgia College; M.S., University of Mississippi; B.A., Georgia Southern College.

Jacqueline Markham, Ph.D., General Studies, Online Programs; B.A., University of Alabama; M.A., Ph.D., Florida State University.

Sheila Marks, D.N.S., Nursing, Online Programs; A.A., Hillsborough Community College; B.S., Daemen College; M.S.N., D.N.S., State University of New York (Buffalo).

Claire Martino Maze, Nursing, Online Programs; A.S.N., Broward Community College; B.S.N., Florida Atlantic University; M.S.N., Ph.D., Barry University.

Hubert R. Massey, Business Administration/Academic Advisor; M.S.M, Western Wyoming Community College.

Monica McGoldrick, General Studies; A.B., Trinity University; M.A., Middleburg College.

Andrea L. McKeever, Pharm.D., Director, Drug Information Center, School of Pharmacy; Assistant Professor, School of Pharmacy; Pharm.D., University of Georgia.

Donna Nalley, Ph.D., General Studies, Online Programs; B.A., M.A., University of North Carolina; Ph.D., University of South Carolina.

Karen Nelson, Ph.D., Professional Counseling; Ph.D., Walden University; M.S., Eastern Washington University; B.A., Sonoma State University.

Timothy Neuman, Information Technology; M.A., Georgia Southern University; B.S., Colorado State University.

John D. Northup, M.D., Medical Director, Physician Assistant; M.D., Yale University; A.B., Amherst College.

Holly Ours, General Studies, Online Programs; B.A., B.S., M.A., Louisiana State University.

Michael R. Parsons, Physical Therapist Assistant; B.S., Darnelle College.

Colleen H. Patton, Clinical Coordinator, Physician Assistant; M.M.S., Nova Southeastern University; A.S., Wytheville Community College.

Earl Pauley, J.D., LL.M., Legal/Paralegal Studies; J.D., M.B.A., B.S., West Virginia University; L.L.M., George Washington University.

Robert J. Philpot, Jr., Ph.D., Department Chair, Physician Assistant; Program Director, Savannah, Physician Assistant; Ph.D., University of Florida; M.S., Troy State University; M.M.Sc., Emory University; B.S., Belhaven College.

Debbie A. Pinkney, Physical Therapist Assistant; A.A.S., B.S., St. Leo University.

James K. Porter, Ph.D., Chair, Department of Pharmaceutical Sciences, School of Pharmacy; Professor, School of Pharmacy; Ph.D., B.S., University of Georgia.

Deborah C. Prouty, Physical Therapist Assistant; M.P.T., University of Maryland (Baltimore).


Doris Rachles, Legal/Paralegal Studies, Online Programs; B.S., Eastern Michigan University; J.D., Nova Southeastern University.

Della M. Ragsda, J.D., Legal/Paralegal Studies; J.D., B.S., Florida State University.

Don Reed, General Studies; M.Ed., B.S., University of Georgia.

Theodor Richardson, Ph.D., Information Technology, Online Programs; Ph.D., M.E., University of South Carolina; B.S., Barry College.
Administration and Faculty

Phyllis Page, PhD ARNP, Nursing; BSN, University of Maryland; MN, PhD, University of Washington; Post-Master’s Certificate, Pediatric Nurse Practitioner, University of South Florida.

Donna Parish, MA, Health Science; BS, University of Texas; MS, University of Phoenix.

Doris Pamish, RN PhD, Program Director, Nursing; BSN, State University of New York; MSN, Russell Sage College; Troy, PhD, University of Texas.

Cheryl Reinerio, RN BC MSN, Nursing; BSN, University of Wisconsin; MSN, College of St. Scholastica.

Terry Rzepkowski, PT DPT, Program Director, Physical Therapist Assisting; BS, Ithaca College; MS, DPT, Rocky Mountain University of Health Professions.

Ana Sanchez, RN BSN, Nursing; BSN, Industrial University of Santander; BSN, The University of the State of New York.

George Byron Smith, ARNP MSN, Nursing; AD, Houston Community College; BSN, MSN, The University of Texas Medical Branch; Post-Graduate Certificate, Nursing Education, University of South Florida; Post-Graduate Certificate, Gerontology Nurse Practitioner, University of South Florida.

Joan Spiteri, RN BSN, Nursing; AA, Glendale Community College; BSN, Long Island University.

Diana Swhart, PhD, RN, CNS, General Studies; AD, Sinclair Community College; BS, Wilmington Bible Institute & College, BCE Education, American University of Biblical Studies; BS, MS, Nursing, University of New Mexico; PhD, Trinity Theological Seminary; D-Min, Trinity Theological Seminary.

Carole Tuckis, ARNP MSN, Nursing; BSN, MSN, University of Wisconsin; Post-masters Certificate in Pediatric Nurse Practitioner, University of South Florida.

William Ungureit, MPSAS, PA-C, Clinical Coordinator, Physician Assistant; BBA, University of Texas; BS Physician Associate, University of Oklahoma; MPSAS, University of Nebraska.

Carlos Valenzuela, ARNP-C MSN, Nursing; AS, Hillsborough Community College; BSN, University of Tampa; MSN, University of South Florida.

Vicki Vann, MSN ARNP, Nursing; AD, Hillsborough Community College; BSN, MSN, University of South Florida.


Shirley Weiglein, RN EdD, Nursing; Diploma, Hackley Hospital School of Nursing; BS, Grand Valley State University; MA, Edd, Western Michigan University; MSN, University of South Florida.

Rachel Williams, M.D., Health Science; BS, MD, University of Central Florida.

Lauri Wright, PhD, RD, LD, General Studies; BS, Ohio State University; MS, Case Western Reserve University; PhD, University of South Florida.

West Palm Beach

George M. Ackerman, Criminal Justice; B.S., Florida Atlantic University; M.S., MBA, Nova Southeastern University; MS, Lynn University; J.D., Nova Southeastern University.

Patricia Amado, Nursing; B.S.N., DeSales University; MSN, Florida Atlantic University.

Kenneth Amstler, Ph.D., Department Chair, Physical Therapist Assisting; B.S., Indiana University of Pennsylvania; Ph.D., St. Bonaventure University.

George Anthony, III, Legal Studies; B.S., M.S., Northern Illinois University.

Afsaneh Assadian, Ph.D., Business Administration; B.S., Sussex University; M.A., Ph.D., Syracuse University.

Dawn M. Aufenanger, Legal Studies; B.S. Florida Atlantic University; J.D., St. Thomas University.

Michael W. Babula, Ph.D., Program Director, General Studies; B.A., Rutgers University; M.B.A., Seton Hall University; Ph.D., University of London.

Priscilla Bartolone, Department Chair, Nursing; A.S., Palm Beach Junior College; B.S.N., Florida International University; M.S.N., University of Florida.

James Beckett, M.D., Health Sciences; B.S., University of Massachusetts; M.D., Spartan Health Sciences University.

Elaine Beckwith, General Studies; A.A., Broward Community College; B.A., Florida Atlantic University; M.S., Nova Southeastern University.

Herman Brann, Ph.D., Business Administration; B.S., University West Indies; M.S., Cornell University; Ph.D., University West Indies.

Kerry-Arn Brown, Business Administration; B.A., M.A., Florida Atlantic University.

Jane Buca, Business Administration; B.A., M.A., Florida Atlantic University.

Philip Bulone, Criminal Justice; B.S., Molloy College; M.S., St. John’s University.

Allison C. Butcher, Pharm.D., Professional Counseling; B.S., Pharm. D., University of Michigan.

James Carlisle, Legal/Paralegal Studies; B.S., Springhill College; J.D., University of Miami.

Carmen Carpenter, Department Chair, Medical Assisting; B.S.N., University of Wisconsin; M.S., Florida Atlantic University.

Karen Cascardi, Clinical Coordinator, Physical Therapist Assisting; B.S.Ed, Ashland College; PTA, Lynn University; M.S., Indiana State University.

Denny Cecil-Van Den Huel, Program Director, Professional Counseling; B.S., M.Ed., University of North Carolina; Ph.D., North Carolina State University.

Julia Chinnis, General Studies; B.A., University of Florida; M.A., C.W. Post Center of Long Island University.

Thomas Christiansen, Ph.D., Professional Counseling; B.A., Goucher Adontus College; M.A., Makato State University; Ph.D., University of North Texas.

Ike R. Chukwuma, General Studies; B.S., Alabama A&M University; M.S., Alabama A&M University; EdS., Nova Southeastern University.

John P. Congdon, Physical Therapist Assisting; B.S., Florida International University.

Sheila Connerton, Physical Therapist Assisting; PTA, Becker College; B.S., Palm Beach Atlantic University.

Laura J. Costello, General Studies; B.A., Florida Atlantic University.

Nathan R. Craver, Physical Therapist Assisting; B.A., Virginia Commonwealth University.

Catherine E. Czyz, Legal/Paralegal Studies; B.S., M.B.A., Florida Institute of Technology; J.D., University of Miami.

Jeffrey M. Day, Business Administration; B.S., Park University; M.A., Webster University.

Richard Day, Ph.D., Professional Counseling; B.S., M.S., Auburn University; Ph.D., University of Virginia.

Robert Denochamp, General Studies; B.S., Florida Atlantic University; M.Ed., Florida Atlantic University.

Judith Drumm, D.N.S., Nursing; R.N., St. Vincent Hospital of Nursing; M.S.N., D.N.S., Florida Atlantic University.

Jane Dye, Ph.D., Professional Counseling; B.S., Grand Valley, M.I., M.A., Michigan State University; Ph.D., Nova Southeastern University.

Joe Eassa, D.B.A., Business Administration; B.S., University of Florida; M.B.A., Florida Atlantic University; D.B.A., Nova Southeastern University.

William Foman, Criminal Justice; B.S., Johnson C. Smith University; J.D., University of North Carolina School of Law.

Marie-Carol France, Nursing; A.A., University of Maryland; B.S.N., Texas Tech University; M.S.N., University of Phoenix.


Ronald E. Euster, Business Administration; B.S., Northwest Michigan University; M.S., Temple University; M.S., Florida Atlantic University.

Elizabeth A. Godfrey, Nursing; B.S., University of Vermont.

Jean Gordon, Business Administration; B.S.N., University of Miami; M.S.N., Nova Southeastern University.

Sandra Gribkoff, Program Director, Healthcare Management; B.S., Georgia State University; M.S.M., St. Thomas University.

Yanick Gribkoff, Allied Health; B.S.N., M.S.N., Barry University.

Christopher Hofner, Psy.D., Professional Counseling; B.A., Malone College; OH; M.S., Psy.D., Nova Southeastern University.

John L. Hips, Information Technology; B.S., M.B.A., Florida Institute of Technology; Ph.D., Nova Southeastern University.

Talify A. Hopkins, D.P.A., Program Director, Criminal Justice; B.A., Florida Atlantic University; M.S., D.P.A., Nova University.

Jennifer Hoyte, General Studies; B.S., M.A., Ohio State University.

Adriana Z. Hurburt, General Studies; B.A., University of Florida; M.F.A., Florida Atlantic University.

Megan E. Jacques, Business Administration; B.S., University of the West Indies; M.B.A., Florida Atlantic University.

Diana Johnson-Ford, Physical Therapist Assisting; B.S., Illinois State University; M.S.P.T., University of Miami.

Kris Jones, Nursing; B.S., University of Delaware; B.S.N., Florida Atlantic University.

Yanick D. Josep, Nursing; B.S.N., Hunter College; M.A., Fairleigh Dickinson University; M.S.N., University of Phoenix.

Arnold Kaplan, General Studies; B.A., Pace University; M.S., Long Island University.

Murray Kaplan, Ph.D., Allied Health; B.A., Alfred University; Ph.D., City University of New York.

Manuel P. Kavekos, Allied Health; B.S., M.S., Florida Atlantic University.

Elizabeth E. Kavecki, Nursing; A.S.N., Nassau Community College; B.S.N., State University of New York (Stony Brook); M.S.N., University of Pennsylvania.

Kandice M. Key, Legal/Paralegal Studies; B.S., South University.

Mahmoud Khalil, Ph.D., Business Administration; B.S., Lynn University; M.T., Everglades University; M.B.A., University of Phoenix; Ph.D., Lynn University.
Administration and Faculty

Katherine Kiger Creslein, Nursing; B.S.N., University of Florida; M.S.N., Florida State University.

Michael L. Kitaeff, Business Administration; B.S., Hunter College; M.S., Long Island University.

Vivian M. Knapp, Legal/Paralegal Studies; B.A., Florida Atlantic University; J.D., Nova Southeastern University.

Tim Koszyra, Criminal Justice; B.S., Niagara University; J.D., South Texas College of Law.

Zachary M. Lahou, M.D., Allied Health; B.A., University of Ottawa, Canada; M.B.A, San Francisco University; M.D., American University.

Barbara Lanshe, Legal/Paralegal Studies; B.A., Florida Atlantic University; J.D., St. Thomas University School of Law.

Anthony G. Magis, DBA, Business Administration; B.A., M.B.A., Canisius College; D.B.A., Nova Southeastern University.

Gail Marcarel, Graphic Design; B.F.A., Massachusetts College of Art; M.F.A, Boston University.

Gale C. Marsh, Nursing; B.S.N., University of South Florida; M.S.N., University of Alabama.

Paula Marshall, Nursing; B.S.N, South University WPB.

Paul Miles, Criminal Justice; B.P.A., Barry University; M.S., Lynn University.

Cecilia Miller, Allied Health; B.S., Wilkes University; M.H.S., Armstrong Atlantic State University.

Rachel Needle, Psy.D., Professional Counseling; B.A., Barnard College, Columbia University; M.S., Psy.D., Nova Southeastern University.

Ebenezer Paikai, Criminal Justice; B.A., University of Illinois; M.A., Pepperdine University.

Douglas Painter, General Studies; B.A., M.A., University of South Florida; Ph.D., University of Michigan.

Tonya Pignato, General Studies; B.S., Shepherd College; M.S., West Virginia University.

Joann Raphael, Ph.D., Program Director, Business Administration; B.A., State University of New York at Stony Brook; M.A., Ph.D., University of Houston.

Danielle Rivera, Physical Therapist Assisting; B.S., M.S.P.T, University of Miami.

Sidney Rose, General Studies; B.S.E.E., Polytechnic Institute of Brooklyn; M.S., Adelphi College.

Velynda Rudava, Allied Health; B.S., M.S., Odessa State University, USSR; M.S., Clayton College of Natural Health.

Lawrence Sherman, Business Administration; B.A., Harper College, State University of New York (Binghamton); M.B.A., St. Johns University.

Racquel Siegel, Nursing; B.S.N., United Doctors Medical Center, Philippines; M.S.N., Florida International University.

Darlene Silveira, Ph.D., Program Director, Psychology; B.S., M.S., Springfield College; Ph.D., Westminster University.

Jose Simo, Nursing; B.S.N., Florida Atlantic University.

Lisa Sliney, Healthcare Management; B.S., Nova Southeastern University; M.S., Lynn University.

Richard P Smatt, General Studies; B.A., Florida State University.

Laurie Somerville, Allied Health; B.A., Washington University; Doctor of Chiropractic, Los Angeles College of Chiropractic.

Vetaly Stashenko, Ph.D., General Studies; B.S., Chernihiv College, Ukraine; M.S., Ph.D., National Agricultural University, Ukraine.

Robert Steinmager, Ph.D., Business Administration; B.S., University of New Haven; M.L.A., Harvard University; M.B.A, University of Missouri; Ph.D., LaSalle University.

Jose I. Stelle, General Studies; B.A., Brigham Young University; M.F.A., University of Iowa.

Jacqueline Thomas, General Studies; B.A., Robert Morris College; M.A., Regent University.

Maria N. Thomas, Nursing; B.S.N., Florida A&M University; M.S.N., Barry University.

Lorraine Tomaszewski, General Studies; B.B.A., M.S., Florida Atlantic University.

Helen Trainor, Nursing; B.S.N., Salve Regina University; M.S.N., University of Connecticut.

Vicki Tucci, Legal/Paralegal Studies; A.S., South University; B.A., Florida Atlantic University; J.D., Nova Southeastern University; Shepard Broad Law Center.

Linda Wechter-Asklin, Ph.D., Professional Counseling; B.S., M.S., Brooklyn College; Ph.D., Fordham University; NY, Ph.D, Capella University.

Neil Weiss, Ph.D., Business Administration; B.B.A., M.B.A, Baruch College; Ph.D., Columbia University Graduate School of Business.

Deborah Wilkinson, General Studies; B.A., Oklahoma Baptist University; M.A., Princeton Theological Seminary.

Denise Willoughby, Nursing; B.S.N., M.S.N., Barry University.

Michael Wilson, Legal/Paralegal Studies; B.B.A., M.B.A., University of Miami; J.D., University of Miami.

Michelle Winkler, General Studies; B.A., Palm Beach Atlantic University; M.A., Florida Atlantic University.

Larry Woods, General Studies; B.A, Trinity College, CT, M.S.W., University of Connecticut.

Victoria Zimmer, Nursing; B.S.N, Lynn University; M.S.N, Florida Southeastern University.
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2008-2009 South University Online Academic Calendar

Fall Quarter 2008

Mon., Oct. 6 .................................. Fall I Session classes begin
Wed., Nov. 12 .................................. Fall I Session classes end
Thu., Nov. 13 .................................. Fall II Session classes begin
Sat., Dec. 20 .................................. Fall II Session classes end

Winter Quarter 2009

Mon., Jan. 12 .................................. Winter I Session classes begin
Wed., Feb. 18 .................................. Winter I Session classes end
Thu., Feb. 19 .................................. Winter II Session classes begin
Sat., Mar. 28 .................................. Winter II Session classes end

Spring Quarter 2009

Mon., Apr. 6 .................................. Spring Session I classes begin
Wed., May 13 .................................. Spring Session I classes end
Thu., May 14 .................................. Spring Session II classes begin
Sat., Jun. 20 .................................. Spring Session II classes end

Summer Quarter 2009

Mon., Jun. 29 .................................. Summer Session I classes begin
Wed., Aug. 5 .................................. Summer Session I classes end
Thu., Aug. 6 .................................. Summer Session II classes begin
Sat., Sept. 12 .................................. Summer Session II classes end
2009-2010 South University Academic Calendar

Fall Quarter 2009
Thu., Oct. 1 ........................................ New Student Orientation
Sat., Oct. 3 ........................................ Fall classes begin
Fri., Oct. 9 ......................................... Last day late registration
Mon., Oct. 12 ..................................... Columbus Day
Nov. 16-Dec. 4 ................................... Advisement/Registration
Wed., Nov. 11 .................................... New Student Orientation,
Thu., Nov. 12 .................................... Fall Mid Quarter Session
Mon., Nov. 16 .................................... Last day registration
Thur.-Fri., Nov. 26-27 ............................. Thanksgiving Holiday,
Fri., Dec. 11 ....................................... Last day of classes
Sat.-Sat., Dec. 12-19 ............................... Final Exams
Thu.-Sat., Dec. 17-19 ............................ Final Exams Mid Quarter
Sat., Dec. 19 ....................................... Graduation (Savannah only)

Winter Quarter 2010
Thu., Jan. 7 ......................................... New Student Orientation
Sat., Jan. 9 ......................................... Winter classes begin
Fri., Jan. 15 ........................................ Last day late registration
Mon., Jan. 18 ..................................... Martin Luther King, Jr. Holiday
Wed., Feb. 17 ..................................... New Student Orientation,
Thu., Feb. 18 ..................................... Winter Mid Quarter
Mon., Feb. 22 ..................................... Last day registration
Feb. 22-Mar. 5 ................................... Advisement/Registration
Wed., Mar. 17 ................................... St. Patrick’s Day
(Savannah only, no classes)
Fri., Mar. 19 ....................................... Last day of classes
Sat.-Sat., Mar. 20-27 ............................. Final Exams
Thu.-Sat., Mar. 25-27 ............................ Final Exams Mid Quarter

Spring Quarter 2010
Thu., Apr. 1 ........................................ New Student Orientation
Sat., Apr. 3 ........................................ Spring classes begin
Fri., Apr. 9 ......................................... Last day late registration
Mon., May 11 ..................................... New Student Orientation,
Wed., Nov. 11 .................................... New Student Orientation,
Mid Quarter
Thu., May 13 ..................................... Spring Mid Quarter classes begin
Mon., May 17 .................................... Last day registration
Thur.-Sat., Jun. 12-19 ............................ Final Exams
Thu., Jun. 17 ..................................... Graduation
(Montgomery and Tampa)
Sat., Jun. 19 ....................................... Graduation
(Columbia, Savannah and West Palm Beach)

Summer Quarter 2010
Thu., Jun. 24 ....................................... New Student Orientation
Sat., Jun. 26 ....................................... Summer classes begin
Fri., Jul. 2 .......................................... Last day late registration
Mon., Jul. 5 ......................................... Fourth of July Holiday
(T Observed) no classes
Tue., Aug. 3 ....................................... New Student Orientation,
Thu., Aug. 5 ....................................... Summer Mid Quarter classes begin
Mon., Aug. 9 ....................................... Last day registration
Aug. 9-20 .......................................... Advisement/Registration
Mon., Sept. 6 ..................................... Labor Day, no classes
Fri., Sept. 3 ....................................... Last day of classes
Sat.-Sat., Sept. 4-11 ............................. Final Exams
Thur.-Sat., Sept. 9-11 ............................ Final Exams Mid Quarter
2010-2011 South University Academic Calendar

Fall Quarter 2010
Thu., Sept. 30........................................ New Student Orientation
Sat., Oct. 2........................................ Fall classes begin
Fri., Oct. 8........................................ Last day late registration and Drop/Add
Mon., Oct. 11..................................... Columbus Day
Nov. 15-Dec. 3.................................. Advisement/Registration
Tue., Nov. 9....................................... New Student Orientation, Mid Quarter
Thu., Nov. 11..................................... Fall Mid Quarter Session classes begin
Mon., Nov. 15..................................... Last day late registration and Drop/Add Mid Quarter
Thur.–Fri., Nov. 25–26.......................... Thanksgiving Holiday, no classes
Fri., Dec. 10....................................... Last day of classes
Sat.–Sat., Dec. 11–18.......................... Final Exams
Tue.–Wed., Dec. 14–15........................ Final Exams Mid Quarter
Thu., Dec. 16....................................... Graduation (Tampa only)
Sat., Dec. 18....................................... Graduation (Savannah only)

Winter Quarter 2011
Thu., Jan. 6....................................... Winter classes begin
Sat., Jan. 8....................................... Winter classes begin
Fri., Jan. 14..................................... Last day late registration and Drop/Add
Mon., Jan. 17.................................... Martin Luther King, Jr. Holiday
Tue., Feb. 15..................................... New Student Orientation, Mid Quarter
Feb. 21–Mar. 4.................................. Advisement/Registration
Thu., Feb. 17..................................... Winter Mid Quarter classes begin
Mon., Feb. 21..................................... Last day late registration and Drop/Add Mid Quarter
Thu., Mar. 17..................................... St. Patrick’s Day
(Savannah only, no classes)
Fri., Mar. 18..................................... Last day of classes
Sat.–Sat., Mar. 19–26........................ Final Exams
Tue.–Wed., Mar. 22–23........................ Final Exams Mid Quarter

Spring Quarter 2011
Thu., Mar. 31..................................... New Student Orientation
Sat., Apr. 2....................................... Spring classes begin
Fri., Apr. 8....................................... Last day late registration and Drop/Add
Fri., Apr. 22..................................... Easter Sunday Holiday (observed)
Tue., May 10..................................... New Student Orientation, Mid Quarter
Mon., May 16..................................... Last day late registration and Drop/Add Mid Quarter
Thu., May 12..................................... Spring Mid Quarter classes begin
May 16–27..................................... Advisement/Registration
Mon., May 30..................................... Memorial Day, no classes
Fri., Jun. 10....................................... Last day of classes
Sat.–Sat., Jun. 11–18........................ Final Exams
Tue.–Thu., Jun. 15–16........................ Final Exams Mid Quarter
Thu., Jun. 16..................................... Graduation
(Montgomery and Tampa)
Sat., Jun. 18..................................... Graduation
(Columbia, Savannah and West Palm Beach)

Summer Quarter 2011
Thu., Jun. 23..................................... New Student Orientation
Sat., Jun. 25..................................... Summer classes begin
Fri., Jul. 1....................................... Last day late registration and Drop/Add
Mon., Jul. 4..................................... Fourth of July Holiday (Observed) no classes
Tue., Aug. 2..................................... New Student Orientation, Mid Quarter
Thu., Aug. 4..................................... Summer Mid Quarter classes begin
Mon., Aug. 8..................................... Last day late registration and Drop/Add Mid Quarter
Aug. 15–26..................................... Advisement/Registration
Mon., Sept. 5.................................... Labor Day, no classes
Fri., Sept. 2..................................... Last day of classes
Sat.–Sat., Sept. 3–10........................ Final Exams
Tue.–Wed., Sept. 6–7........................ Final Exams Mid Quarter
Class of 2010 Physicians Assistant Students Clinical Rotation

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<th>Rotation Dates</th>
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<th>Actual Quarter Dates</th>
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<td>May 11–13</td>
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<td>6 Nov. 2–Dec. 4, 2009</td>
<td>Dec. 7–9</td>
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2008–10 School of Pharmacy Academic Calendar

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<th>AY ’08-’09*</th>
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<th>AY ’09-’10*</th>
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*Represent tentative dates

School of Pharmacy Experiential Rotation Calendar

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### Anesthesiology Assistant Academic Calendar
#### January 2009 – September 2009

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### Anesthesiology Assistant Academic Calendar
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### Anesthesiology Assistant Academic Calendar
#### September 2010 – September 2011

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### Anesthesiology Assistant Academic Calendar
#### September 2011 – September 2012

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<td>6/23–7/1</td>
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