

PURDUE UNIVERSITY GLOBAL CATALOG



CALENDAR YEAR
2017-2018
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Graduate of the College of Social
and Behavioral Sciences

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Purdue University Global Academic Catalog

Purdue University Global, Inc., owns and operates Purdue University Global (Purdue Global). Purdue University Global, Inc., is an Indiana public benefit corporation controlled by its sole member, The Trustees of Purdue University, a statutory body corporate that manages and conducts Purdue University, the State of Indiana's land-grant university. Purdue Global operates as a public postsecondary state educational institution affiliate pursuant to IC 21-7-13-26.5(a).

Purdue University Global, Inc., certifies that the information contained in the Catalog is current and correct, but is subject to change without notice, and does not constitute a binding agreement on the part of Purdue University Global, Inc. If changes are made to the information in this Catalog, a revised version will be provided.

If you are enrolled at a learning center, unless otherwise noted, you must adhere to Purdue Global online policies and procedures as stated in the University Catalog.

The University has the right, at its discretion, to make reasonable changes to policies and program content, materials, schedules, sequences of courses in programs, or locations in the interest of improving the student's education, or where deemed necessary due to industry changes, academic scheduling, or professional requirements.

The University is required to make changes to programs or policies when ongoing federal, state, or accrediting changes affect students currently in attendance.

LETTER FROM THE CHANCELLOR

Welcome to Purdue University Global, and congratulations on your decision to become part of our institution. As a part of the Purdue University system, Purdue Global stands for quality, integrity, and results. We are committed to helping you launch, enhance, or change your career so you can develop the edge to conquer what's next. You had the courage to take the most challenging step—getting started.

At Purdue Global, your education is personalized to suit you. You know what you would like to achieve, what knowledge you already possess, how you would like to be supported, and how much time you have. We understand adult students and know that your life is demanding. Let us help you determine the best way to achieve your goals. We are here to support you through graduation and beyond. Please be sure to reach out to us if you have any questions or concerns.

As you embark on your studies, refer to the University Catalog for official policy, course, and program information. Policy information is organized at the university, degree, school, and program levels. Quickly navigate to your program of interest using the “Programs A to Z” link at the top of the page. Refer to the left column for links to important resources. In addition, course descriptions are searchable and available for quick reference.

Again, congratulations on taking the first step on your path to a lifetime of personal, professional, and academic growth.

Sincerely,
Dr. Betty Vandenbosch
Chancellor, Purdue University Global

POLICY INFORMATION

The Policy Information section of the Catalog spans admissions requirements, term registration, prior learning assessment, student information and services, general academic policies, academic standards, and financial information. Students should also refer to the undergraduate, graduate, school, and program overview sections of the Catalog for additional policies and information.

University Information

In this section, you can find information on the University's mission, purpose, and philosophy; history; and accreditation and memberships. A description of the University's library and assessment plan are also featured.

Purdue University Global Mission, Purpose, and Philosophy

University Mission

Purdue University Global delivers personalized online education tailored to the unique needs of adults who have work or life experience beyond the classroom, enabling them to develop essential academic and professional skills with the support and flexibility they need to achieve their career goals.

University Purposes

To accomplish its mission, Purdue Global has established the following purposes:

1. Provide academic programs for adult learners that have been developed and assessed by faculty, staff, and members of educational, professional, and business communities.
2. Provide intensive and comprehensive instruction using a principally online mode of delivery that strengthens student academic achievement.
3. Instill in its students the value of lifelong learning by stimulating intellectual curiosity, creative and critical thinking, and awareness of culture and diversity.
4. Plan and provide facilities and resources that respond to the needs of students, faculty, and staff.
5. Assist students in developing professional attitudes, values, skills, and strategies that foster success in their careers and in life.
6. Prepare students to advance their employment goals and opportunities and meet the ever-changing needs of their communities now and in the future.

University Philosophy

Purdue Global recognizes the worth and dignity of all people and is sensitive to the diversity of cultural and ethnic backgrounds represented in its student population. All students are encouraged to reach their potential within the framework of their individual needs, interests, and capabilities.

The University employs instructional methods based on adult learning theory and is committed to the development of each student's intellectual, analytical, and critical thinking abilities. Teaching techniques encourage active student participation and may include group discussions and projects, laboratory work, simulations, demonstrations, field trips, guest speakers, and lectures. A strong emphasis is placed on ethics, accountability, professionalism, and the individual's commitment to pursuing lifelong personal and professional development.

The University focuses on helping adult learners reach their education and career goals by providing them with the professional skills and competencies necessary to advance their employment opportunities and achieve personal fulfillment. The University offers courses that prepare them to successfully participate in society, equipping them with

the business knowledge necessary to succeed in the "real world," and encouraging them to become involved in professional organizations that will promote their learning and professional skills.

The University is committed to serving the public good. We engage in continuous efforts to increase college attainment of high-risk populations and help students achieve economic independence through higher education and employment. We address skill gaps that hinder economic development, help military personnel effectively transition to civilian life, reduce the cost of higher education for our students and society, incorporate public service in learning activities, and encourage and support faculty scholarship. We model public service to promote and encourage charitable activities and volunteerism among our faculty, staff, and students.

Purdue University Global History

We trace our roots to the American Institute of Commerce (AIC), a postsecondary school that opened its doors in 1937 in Davenport, Iowa, to provide training for underserved job seekers in a nation still reeling from the Great Depression. That long and proud legacy continues to this day at Purdue University Global.

AIC was purchased by Quest Education Corporation in November 1998 and in April of 2000 changed its name to Quest College. Quest Education Corporation was purchased in July 2000 by Kaplan, Inc. In November 2000, the name of the College was changed to Kaplan College, which soon began to offer degrees online with just 34 students and a handful of degree options. In 2004, Kaplan College expanded its academic offerings to include master's-level programs and became Kaplan University.

In 2007, Hamilton College merged with KU, and its locations became branch campuses of the University. That same year, Concord Law School, founded in 1998 as the nation's first wholly online law school, formally merged with Kaplan University.

In 2009, the Hagerstown campus, formerly a Kaplan College campus, became a branch campus of Kaplan University.

In 2010, Andover College merged with KU, and its locations became branch campuses of the University and, in 2013, we opened an additional Maine campus in Augusta.

In 2017, it was announced that Purdue University would acquire Kaplan University, and in early 2018 this transition was completed, forming a new institution called Purdue University Global.

Accreditation, Approvals, and Memberships

Purdue Global is accredited by The Higher Learning Commission (HLC). For more information, visit their website at hlcommission.org (<http://hlcommission.org>). Use the links under "Contact Us" to reach the Commission.

Professional Licensure

Important Note to Prospective Students: Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Each program page in this catalog outlines whether the program is designed to meet educational requirements for a specific state-regulated occupation. Unless otherwise specified, the program was not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification educational requirements of those occupations, vocations, or professions.

Please note that licensure for certain state-regulated occupations may rely on national certification or licensure exams. Passing a national exam is not a guarantee of a graduate's ability to obtain a state license. Purdue Global will work to disclose the most up-to-date information for prospective and current students. Students are highly encouraged to seek guidance from the appropriate licensing agency in their state of residence.

Students pursuing a professional licensure-track program who move to another state must contact their advisor to discuss their licensure eligibility.

Program and School Accreditation and Approvals

Additional approvals and program and school accreditation are noted under each area of study.

Concord Law School

Concord Law School is authorized to operate as a degree-granting institution in the state of California and is registered as an unaccredited law school in the distance learning category with the California Committee of Bar Examiners:

180 Howard Street
San Francisco, CA 94105
Tel: 415.538.2000

Website: www.calbar.ca.gov (<http://www.calbar.ca.gov>)

Concord's unique method of delivering its program—utilizing the Internet without a fixed classroom facility—places it in the "distance learning" category under California law. The California Committee of Bar Examiners registers distance learning schools, and if study is completed in conformance with Title IV, Division 1 of the Rules of the State Bar of California (Admission Rules) and all other requirements are met, graduates of the Juris Doctor program are eligible to sit for the California Bar Examination.

Concord's degree-granting authority in connection with its students qualifying to take the California Bar Examination and obtaining admission to the practice of law in California (Juris Doctor Program) is based on its registration as an unaccredited law school with the Committee of Bar Examiners.

School of Business and Information Technology

ABET

Purdue Global's School of Business and Information Technology has received programmatic accreditation from the Computing Accreditation Commission (CAC) of ABET for the following program:

- Bachelor of Science in Information Technology

With ABET accreditation, students, employers, and all those served by the University can be confident that a program meets the quality standards that produce graduates prepared to enter a global workforce.

ABET
415 North Charles Street
Baltimore, MD 21201
Tel: 410.347.7700
Website: [www.abet.org/](http://www.abet.org) (<http://www.abet.org>)

Accreditation Council for Business Schools and Programs

Purdue Global's School of Business and Information Technology has received programmatic accreditation from the Accreditation Council for Business Schools and Programs (ACBSP) for the following programs:

- Associate of Applied Science in Accounting
- Associate of Applied Science in Business Administration
- Bachelor of Science in Accounting
- Bachelor of Science in Business Administration
- Master of Business Administration
- Master of Science in Accounting
- Master of Science in Management and Leadership

ACBSP promotes continuous improvement and recognizes excellence in the accreditation of business education programs around the world.

Accreditation Council for Business Schools and Programs
11520 West 119th Street
Overland Park, KS 66213
Tel: 913.339.9356
Fax: 913.339.6226
Website: [www.acbsp.org/](http://www.acbsp.org) (<http://www.acbsp.org>)

Certified Financial Planner Board of Standards

Purdue Global's Master of Science in Finance with a concentration in financial planning is a CFP Board-Registered Program in financial planning education. The Master of Science in Finance with a concentration in financial planning meets the specific criteria for educating individuals who wish to fulfill the education component for obtaining CFP® certification.

Individuals who meet CFP Board's education requirement are eligible to sit for the CFP® Certification Examination. Successful completion of the education and examination components completes two of the core prerequisites to obtain CFP® certification.

Certified Financial Planner Board of Standards Inc. owns the certification marks CFP®, Certified Financial Planner™, and federally registered CFP (with flame design) in the U.S., which it awards to individuals who successfully complete CFP Board's initial and ongoing certification requirements.

The Society for Human Resource Management

The Society for Human Resource Management (SHRM) has acknowledged that the following programs fully align with SHRM's *HR Curriculum Guidebook and Templates*:

- Master of Science in Management and Leadership with a concentration in human resources
- Master of Business Administration with a concentration in human resources

- Bachelor of Science in Business Administration with a concentration in human resources

The *HR Curriculum Guidebook and Templates* were developed by SHRM to define the minimum HR content areas that should be studied by HR students at the undergraduate and graduate levels. The guidelines—created in 2006 and revalidated in 2010 and 2013—are part of SHRM's academic initiative to define HR education standards taught in university business schools and help universities develop degree programs that follow these standards.

School of Education

The Iowa certification track of the Master of Arts in Teaching program is approved by the Iowa State Board of Education for the secondary teaching concentration area:

Grimes State Office Building
400 East 14th Street
Des Moines, IA 50319-0146
Tel: 515.281.5296

School of Health Sciences

Commission on Accreditation of Allied Health Education Programs

The Medical Assistant Certificate program offered at the following locations 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):

- Iowa: Cedar Rapids, Davenport, Des Moines
- Maine: Lewiston (with an additional location in Augusta)
- Maryland: Hagerstown
- Nebraska: Lincoln (with an additional location in Omaha)

Inquiries may be made at:

Commission on Accreditation of Allied Health
Education Programs
25400 US Highway 19 North, Suite 158
Clearwater, FL 33763
Tel: 727.210.2350
Website: www.caahep.org

The Iowa, Maine, Maryland, and Nebraska locations transferred accreditation from the Associate of Applied Science in Medical Assisting to the Medical Assistant Certificate on September 24, 2015. The Hagerstown, Maryland, location voluntarily withdrew accreditation for the Associate of Applied Science in Medical Assisting in May 2015. The Mason City, Iowa, location voluntarily withdrew accreditation for the certificate program in February 2016. The additional Cedar Falls, Iowa, accredited location stopped enrollment in the onsite program as of November 8, 2017. The additional South Portland, Maine, accredited location closed November 17, 2017. All students currently enrolled in the associate's degree or certificate program will graduate from a CAAHEP-accredited program.

Commission on Accreditation for Health Informatics and Information Management Education

The Associate of Applied Science in Health Information Technology program offered online is accredited by the Commission on Accreditation

for Health Informatics and Information Management Education (CAHIIM). CAHIIM can be contacted at:

223 North Michigan Avenue, Suite 2150
Chicago, IL 60601
Tel: 312.233.1100
Website: www.cahiim.org/ (<http://www.cahiim.org>)

Commission on Dental Accreditation

The Dental Assistant Diploma program offered onsite in Omaha is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of Approval (without reporting requirements). The Commission is a specialized accrediting body recognized by the U.S. Department of Education. The Commission on Dental Accreditation can be contacted at: 312.440.4653 or at 211 East Chicago Avenue, Chicago, IL 60611-2678. The Commission's web address is: www.ada.org/en/coda (<http://www.ada.org/en/coda>).

School of Nursing

Commission on Collegiate Nursing Education (CCNE)

The baccalaureate degree in nursing, master's degree in nursing, Doctor of Nursing Practice program, and post-graduate APRN certificate programs at Purdue Global are accredited by the Commission on Collegiate Nursing Education.

655 K Street, NW, Suite 750
Washington, DC 20001
Tel: 202.887.6791

College of Social and Behavioral Sciences

Behavior Analyst Certification Board

The Behavior Analyst Certification Board[®], Inc. (BACB[®]) has verified the course sequence of the Bachelor of Science in Psychology in Applied Behavior Analysis and the Applied Behavior Analysis Postbaccalaureate Certificate as meeting the coursework requirements for eligibility to take the Board Certified Assistant Behavior Analyst[®] Examination.

The BACB has also verified the course sequence of the Master of Science in Psychology's applied behavior analysis concentration and the Postgraduate Certificate in Applied Behavior Analysis as meeting the coursework requirements for eligibility to take the Board Certified Behavior Analyst[®] Examination.

Applicants will have to meet additional requirements to qualify.

BACB can be contacted at:

Behavior Analyst Certification Board
8051 Shaffer Parkway
Littleton, CO 80127
Tel: 720.438.4321

Fire and Emergency Services Higher Education

Purdue Global is recognized by the U.S. Fire Administration as an official Fire and Emergency Services Higher Education institution:

16825 South Seton Avenue
Emmitsburg, MD 21727
Tel: 301.447.1000
Fax: 301.447.1346
Website: www.usfa.fema.gov/ (<http://www.usfa.fema.gov>)

International Fire Service Accreditation Congress

Purdue Global's College of Social and Behavioral Sciences has received programmatic accreditation from the International Fire Service Accreditation Congress (IFSAC) for the following programs:

- Associate of Applied Science in Fire Science
- Bachelor of Science in Fire Science
- Bachelor of Science in Fire and Emergency Management

International Fire Service Accreditation Congress
IFSAC Administrative Office
1812 Tyler Avenue
Stillwater, OK 74078

National Addiction Studies Accreditation Commission

The online Bachelor of Science in Psychology in Addictions, the online Master of Science in Psychology with a concentration in addictions, and the online Graduate Certificate in Addictions are accredited by the National Addiction Studies Accreditation Commission (NASAC). The NASAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.562.0211
Website: nasacaccreditation.org (<http://nasacaccreditation.org>)

National Association of Legal Assistants (NALA)

NALA, the professional association for paralegals, recognizes the Associate of Applied Science in Legal Support and Services and the Bachelor of Science in Legal Support and Services as meeting the coursework criteria for eligibility to sit for the Certified Paralegal Examination.

NALA Headquarters
7666 East 61st Street, Suite 315
Tulsa, OK 74133
Email: nalanet@nala.org

U.S. State and Other Approvals

State Authorization

Purdue Global is an institutional participant in the National Council for State Authorization Reciprocity Agreements (SARA). A list of current, authorized SARA member states is available at www.nc-sara.org/content/sara-state-status (<http://www.nc-sara.org/content/sara-state-status>). As a participating institution, Purdue Global adheres to a common set of standards for offering postsecondary distance education among member states, districts, and territories. The Agreement establishes comparable national standards for interstate offering of postsecondary distance education courses and programs. Purdue Global can be found on the NC-SARA website under the SARA member state of Indiana.

Program and State Availability

Please refer to the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) for a table summarizing Purdue Global's program approvals by state. Purdue Global's institutional state approvals are summarized as follows:

Alabama

As an approved SARA institution, Purdue Global is in compliance with Alabama regulations to offer programs to residents of the state.

Teaching Programs

SARA authorization to provide a program related to the preparation of teachers or other P-12 school/system personnel does not indicate eligibility for an Alabama teaching certificate. Applicants for an Alabama teaching certificate based on reciprocity must meet Alabama's test requirements and submit a valid, renewable professional educator certificate/license issued by another state at the degree level, grade level, and in the teaching field or area of instructional support for which an Alabama certificate is sought and for which Alabama issues a certificate. Applicants for Alabama certification in an area of administration must also document at least 3 years of full-time employment as an administrator in a P-12 school system(s). For additional information, see www.alsde.edu (<http://www.alsde.edu>).

Alaska

As an approved SARA institution, Purdue Global is in compliance with Alaska regulations to offer programs to residents of the state.

Arizona

As an approved SARA institution, Purdue Global is in compliance with Arizona regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Arizona residents in the Master of Science in Nursing's adult-gerontology acute care nurse practitioner population focus area.

Arkansas

As an approved SARA institution, Purdue Global is in compliance with Arkansas regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Arkansas residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Teaching Programs

Arkansas students enrolled in the Master of Science in Education must sign a disclosure statement prior to the start of their program.

California

Purdue Global is registered as an out-of-state private postsecondary educational institution in California.

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution who is or was a California resident while enrolled or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss.

Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the Fund STRF, or it must be paid on your behalf, if you are a student in an educational program who is a California resident or are enrolled in a residency program and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment if you are not a California resident or are not enrolled in a residency program.

It is important that you keep copies of your Enrollment Agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, 916.431.6959 or 888.370.7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Colorado

As an approved SARA institution, Purdue Global is in compliance with Colorado regulations to offer programs to residents of the state.

Connecticut

As an approved SARA institution, Purdue Global is in compliance with Connecticut regulations to offer programs to residents of the state.

Delaware

As an approved SARA institution, Purdue Global is in compliance with Delaware regulations to offer programs to residents of the state.

District of Columbia

As an approved SARA institution, Purdue Global is in compliance with the District of Columbia regulations to offer programs to residents of the district.

Nursing Programs

Purdue Global is unable to enroll District of Columbia residents in the Master of Science in Nursing's adult-gerontology acute care nurse practitioner population focus area.

Florida

Purdue Global is licensed by the Florida Commission for Independent Education. Additional information regarding the University may be obtained by contacting the Commission:

325 West Gaines Street, Suite 1414
Tallahassee, FL 32399-0400
Tel: 888.224.6684 (Toll Free)

Additional Program Restrictions

Purdue Global is unable to enroll Florida residents in the Associate of Science in Professional Studies program.

Georgia

As an approved SARA institution, Purdue Global is in compliance with Georgia regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Georgia residents in the Master of Science in Nursing's adult-gerontology acute care nurse practitioner population focus area.

Hawaii

As an approved SARA institution, Purdue Global is in compliance with Hawaii regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Hawaii residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate

- Family Nurse Practitioner, Primary Care Certificate

Idaho

As an approved SARA institution, Purdue Global is in compliance with Idaho regulations to offer programs to residents of the state.

Illinois

Purdue Global has operating authority granted by the Illinois Board of Higher Education. Additional information regarding the University may be obtained by contacting the Board:

431 East Adams, 2nd Floor
Springfield, IL 62701
Tel: 217.782.2551

Purdue Global is approved by the Illinois Division of Vocational Rehabilitation.

Indiana

Purdue Global is regulated by the Indiana Commission for Higher Education:

Indiana Commission for Higher Education
101 West Ohio Street, Suite 670
Indianapolis, IN 46204
Tel: 800.227.5695 (Toll Free)
Tel: 317.232.1320

Iowa

Iowa College Student Aid Commission

Purdue Global is authorized by the Iowa College Student Aid Commission:

430 East Grand Avenue
3rd Floor
Des Moines, IA 50309
Tel: 877.272.4456, option 4 (Toll Free)

Additional Approvals

Purdue Global is approved by the Iowa Division of Vocational Rehabilitation and the Iowa Private Industry Area Council.

Iowa Board of Nursing

The Bachelor of Science in Nursing—RN-to-BSN and the Master of Science in Nursing programs offered online and the Associate of Science in Nursing program offered onsite in Cedar Falls, Cedar Rapids, and Des Moines are approved by the Iowa Board of Nursing. The Doctor of Nursing Practice program offered online have received interim approval:

Iowa Board of Nursing
400 SW 8th Street, Suite B
Des Moines, IA 50309-4685
Tel: 515.281.3255

Kansas

As an approved SARA institution, Purdue Global is in compliance with Kansas regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Kansas residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner and adult-gerontology primary care nurse practitioner population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate

Kentucky

As an approved SARA institution, Purdue Global is in compliance with Kentucky regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Kentucky residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Teaching Programs

Purdue Global is unable to enroll Kentucky residents in the following programs:

- Master of Arts in Teaching
- Master of Science in Education
- Master of Science in Educational Psychology
- Master of Science in Instructional Design and Technology

Note: The Master of Science in Higher Education degree is not recognized for rank change for K-12 teachers in Kentucky.

Louisiana

As an approved SARA institution, Purdue Global is in compliance with Louisiana regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Louisiana residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Maine

The Augusta and Lewiston locations are approved by the state of Maine to offer the following degrees, which are authorized by the state of Maine legislature:

- Associate's degrees in accounting, business administration, criminal justice, early childhood development, information technology, medical assisting, and paralegal studies
- Bachelor's degrees in business administration, criminal justice, early childhood development, information technology, and nursing

Maine State Board of Nursing

The Prelicensure Bachelor of Science in Nursing program offered onsite in Augusta is granted initial approval by the Maine State Board of Nursing:

161 Capitol Street
158 State House Station
Augusta, ME 04333-0158
Tel: 207.287.1133

The following nursing programs are also available to residents of Maine:

- Doctor of Nursing Practice
- Master of Science in Nursing
- Bachelor of Science in Nursing—RN to BSN
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Executive Leader Graduate Certificate
- Family Nurse Practitioner, Primary Care Certificate
- Nurse Educator Graduate Certificate

Maryland

The Hagerstown location is approved by the Maryland Higher Education Commission as a coeducational institution of higher education offering bachelor's and associate's degrees and certificate programs. Purdue Global is registered with the Maryland Higher Education Commission to enroll Maryland students in its fully online programs.

Maryland Higher Education Commission (MHEC)
6 North Liberty Street, 10th Floor
Baltimore, MD 21201
Tel: 410.260.4500

Nursing Programs

Purdue Global is unable to enroll Maryland residents in the Master of Science in Nursing's adult-gerontology acute care nurse practitioner population focus area.

Massachusetts

Purdue Global offers distance education and does not maintain a physical presence in the state of Massachusetts. Therefore, Purdue Global is not required to register with the Massachusetts Board of Higher Education.

Nursing Programs

Purdue Global is unable to enroll Massachusetts residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Michigan

As an approved SARA institution, Purdue Global is in compliance with Michigan regulations to offer programs to residents of the state.

Minnesota

As an approved SARA institution, Purdue Global is in compliance with Minnesota regulations to offer programs to residents of the state.

Additional Program Restrictions

Purdue Global is unable to enroll Minnesota residents in the Associate of Applied Science in Criminal Justice and Criminology and Associate of Applied Science in Public Safety and Security programs.

Mississippi

As an approved SARA institution, Purdue Global is in compliance with Mississippi regulations to offer programs to residents of the state.

Missouri

Purdue Global is certified to operate by the Missouri Coordinating Board of Higher Education:

205 Jefferson Street
P.O. Box 149
Jefferson City, MO 65102
Tel: 573.751.2361
Website: <http://dhe.mo.gov/cbhe/>

Additional Program Restrictions

Purdue Global is unable to enroll Missouri residents in the following programs:

- Associate of Science in Professional Studies
- Master of Science in Instructional Design and Technology
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner population focus area
- Adult Gerontology Primary Care Nurse Practitioner Certificate
- Executive Leader Graduate Certificate
- Family Nurse Practitioner, Primary Care Certificate
- Graduate Certificate in Addictions
- Graduate Certificate in Industrial and Organizational Psychology
- Nurse Educator Graduate Certificate
- Postgraduate Certificate in Applied Behavior Analysis

Montana

As an approved SARA institution, Purdue Global is in compliance with Montana regulations to offer programs to residents of the state.

Nebraska

Purdue Global is authorized by Nebraska's Coordinating Commission for Postsecondary Education. Additional information regarding the University may be obtained by contacting the Commission:

140 North 8th Street, Suite 300
Lincoln, NE 68509-5005
Tel: 402.471.2847

Nebraska Board of Nursing and the Nebraska Department of Health and Human Services

The Prelicensure Bachelor of Science in Nursing program offered onsite in Omaha is approved by the Nebraska Board of Nursing and the Nebraska Department of Health and Human Services. The Associate

of Science in Nursing program offered onsite in Lincoln is approved by the Nebraska Board of Nursing and the Nebraska Department of Health and Human Services. The Nebraska Department of Health and Human Services can be contacted at:

Nebraska Department of Health and Human Services Regulation and Licensure
P.O. Box 95007
Lincoln, NE 68509-5007

The following nursing programs are also available to residents of Nebraska:

- Doctor of Nursing Practice
- Master of Science in Nursing
- Bachelor of Science in Nursing—RN to BSN
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Executive Leader Graduate Certificate
- Family Nurse Practitioner, Primary Care Certificate
- Nurse Educator Graduate Certificate

Nevada

As an approved SARA institution, Purdue Global is in compliance with Nevada regulations to offer programs to residents of the state.

New Hampshire

As an approved SARA institution, Purdue Global is in compliance with New Hampshire regulations to offer programs to residents of the state.

New Jersey

As an approved SARA institution, Purdue Global is in compliance with New Jersey regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll New Jersey residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

New Mexico

As an approved SARA institution, Purdue Global is in compliance with New Mexico regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll New Mexico residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

New York

As an approved SARA institution, Purdue Global is in compliance with New York regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll New York residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

North Carolina

As an approved SARA institution, Purdue Global is in compliance with North Carolina regulations to offer programs to residents of the state.

North Dakota

As an approved SARA institution, Purdue Global is in compliance with North Dakota regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll North Dakota residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Ohio

As an approved SARA institution, Purdue Global is in compliance with Ohio regulations to offer programs to residents of the state.

Oklahoma

As an approved SARA institution, Purdue Global is in compliance with Oklahoma regulations to offer programs to residents of the state.

Oregon

As an approved SARA institution, Purdue Global is in compliance with Oregon regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Oregon residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Pennsylvania

As an approved SARA institution, Purdue Global is in compliance with Pennsylvania regulations to offer programs to residents of the state.

Rhode Island

As an approved SARA institution, Purdue Global is in compliance with Rhode Island regulations to offer programs to residents of the state.

South Carolina

As an approved SARA institution, Purdue Global is in compliance with South Carolina regulations to offer programs to residents of the state.

South Dakota

As an approved SARA institution, Purdue Global is in compliance with South Dakota regulations to offer programs to residents of the state.

Tennessee

As an approved SARA institution, Purdue Global is in compliance with Tennessee regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Tennessee residents in nursing programs.

Teaching Programs

Specific School of Education master's degrees are not recognized for initial licensure in Tennessee and cannot be used to add endorsement areas to a Tennessee license. Prior to enrolling, you are strongly encouraged to confirm salary rating and license renewal policies with their school district and/or state department, when applicable.

Benefits for Tennessee K-12 teachers enrolled in the Master of Science in Education or the Master of Science in Education's educational leadership concentration include:

- Salary increase and/or licensure renewal¹
- Career advancement, i.e., those completing the educational leadership concentration may gain the necessary leadership knowledge and skills to be eligible for a department chair or other nonlicensure administrative role

Benefits for career changers enrolled in the Master of Arts in Teaching's noncertification track include:

- Increased confidence in the classroom while working with adolescents in current role
- Greater preparation for state pedagogy exams and state-approved certification programs
- Salary increase¹

Benefits of the Master of Science in Instructional Design and Technology include:

- Entry into a career as an instructional designer or instructional technologist
- Ability to fine-tune skills related to design, development, and evaluation of instructional programs, materials, and media

¹ Please check with your school district and/or the Tennessee Department of Education prior to enrollment.

Texas

As an approved SARA institution, Purdue Global is in compliance with Texas regulations to offer programs to residents of the state.

Utah

Purdue Global does not maintain a physical presence in the state of Utah and has been granted exemption by the State of Utah Department of Commerce.

Nursing Programs

Purdue Global is unable to enroll Utah residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Vermont

As an approved SARA institution, Purdue Global is in compliance with Vermont regulations to offer programs to residents of the state.

Virginia

As an approved SARA institution, Purdue Global is in compliance with Virginia regulations to offer programs to residents of the state.

Washington

As an approved SARA institution, Purdue Global is in compliance with Washington regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll Washington residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner population focus area

West Virginia

As an approved SARA institution, Purdue Global is in compliance with West Virginia regulations to offer programs to residents of the state.

Nursing Programs

Purdue Global is unable to enroll West Virginia residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Wisconsin

Purdue Global is authorized by the Wisconsin Educational Approval Program. Any questions or concerns about Purdue Global that have not

been satisfactorily answered or resolved by the University should be directed to the Wisconsin Educational Approval Program:

Educational Approval Program - Department of Safety and Professional Services
1400 East Washington Avenue
Madison, WI 53703
Phone: 608.266.1996
Fax: 608.264.8477
Email: DSPSEAP@wisconsin.gov
Website: <https://dsps.wi.gov/Pages/Programs/EducationalApproval/Default.aspx>

Wyoming

As an approved SARA institution, Purdue Global is in compliance with Wyoming regulations to offer programs to residents of the state.

Other Approvals

Commonwealth of Puerto Rico

The following Purdue Global programs are approved by the Puerto Rico Council on Education:

- Associate of Science in Health Science
- Bachelor of Science in Business Administration
- Bachelor of Science in Information Technology
- Master of Science in Accounting
- Master of Science in Education
- Master of Science in Nursing (Non-NP)
- Master of Science in Psychology
- Master of Science in Public Health
- Medical Billing and Coding Certificate
- Medical Assistant Certificate
- Medical Office Administration Certificate
- Human Services Certificate in Child and Family Services
- Human Services Certificate in Elder Care Services
- Legal Secretary Certificate

Guam

Purdue Global offers distance education and does not maintain a physical presence in Guam. Therefore, Purdue Global is not required to register with the Guam Council on Post-secondary Institution Certification.

Nursing Programs

Purdue Global is unable to enroll Guam residents in the following programs:

- Doctor of Nursing Practice
- Master of Science in Nursing—DNP Path
- Master of Science in Nursing's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas
- Adult-Gerontology Primary Care Nurse Practitioner Certificate
- Family Nurse Practitioner, Primary Care Certificate

Memberships

- The Bachelor of Science in Human Services in Youth/Family Services and Administration and Master of Science in Human Services

programs are members of the Council for Standards in Human Service Education (CSHSE). The CSHSE can be contacted at:

Council for Standards in Human Service Education (CSHSE)
1935 South Plum Grove Road
PMB 297
Palatine, IL 60067

- The NAADAC (Association for Addiction Professionals) has designated Purdue Global as an Approved Education Provider for meeting nationally approved standards of education for the alcoholism and drug abuse counseling field. This approval includes the online Bachelor of Science in Psychology in Addictions, the online Master of Science in Psychology with a concentration in addictions, and the online Graduate Certificate in Addictions. The NAADAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.741.7686
Website: naadac.org (<http://naadac.org>)

Additional Approvals

- Purdue Global is a licensed testing center for the Travel Institute. Tests are offered at select University locations.
- Purdue Global has SAA approval (state specific) for many of its programs open to enrollment for those eligible to receive Veteran Educational Benefits.
- Purdue Global is authorized under federal law to enroll nonimmigrant, alien students.
- Purdue Global programs are recognized by the following agencies and federal laws:
 - Dislocated Workers Center
 - Iowa Workforce Development Center
 - Job Training Partnership Act
 - Vocational Rehabilitation Services
 - Work Incentive Act

Library

As a student enrolled in one of the University's educational delivery systems, you are assured access to educational resources and services. The Purdue Global Library maintains and develops information resources and services that support the education goals of students, faculty, and staff. Through the Purdue Global Library's website, you will have access to a robust, multidisciplinary collection of e-books, periodicals, and other publications.

Because library and information research skills are an integral part of your academic achievement, guidance on the use of our research tools and resources is available to you through interactions with library staff, video demonstrations, and other instructional aids. The development of library skills is strengthened by research components built into the University's curriculum. Professional librarians are available to assist you by email, live chat, and by appointment.

Visit the Purdue Global Library (<http://library.purdueglobal.edu>).

Statement of Assessment

Assessment of your achievement is fundamental to the successful fulfillment of Purdue Global's mission. The University's comprehensive,

outcomes-focused assessment plan is designed to ensure that you learn skills specific to your program of study, so that you may be successful in your chosen career, and develop knowledge in appropriate general education areas. In addition, the University is committed to assessing incoming students to ensure they possess the prerequisite foundational skills to be successful in their program of study. Data from the assessment of students' success informs decision making throughout the University.

Learning Modalities

Purdue Global students can choose from four modalities to engage with their curriculum, subject to availability in their program of study and proximity to certain locations. Each provides specific benefits depending on a student's personal characteristics and preferences about learning and pace.

Traditional Online Modality

This is the modality Purdue Global has been refining over the past 15 years and the one used to deliver more than 100 undergraduate and graduate programs. In the online classroom—a virtual classroom students access from a desktop or mobile device—students experience course materials and collaborative tools that provide the best elements of any traditional, ground-based instructional approach. The online classroom is the focal point for a student's learning activities each academic week.

In addition to the online classroom, courses offered in the traditional online modality typically include seminars—online sessions in which students meet with their instructor in a virtual room to review important weekly topics. Seminars provide opportunities for consistent student–faculty interaction and collaboration—a major part of the traditional online modality. Students best suited for the traditional online modality are those who prefer a structured online learning environment characterized by a fixed schedule of required learning activities and regular interaction with faculty and classmates.

ExcelTrack Modality

Building on the principles of competency-based education, the ExcelTrack modality is designed to enable students to acquire real-life, career-oriented skills and demonstrate those skills at their own pace without “seat time” requirements, while they save time and money as they accelerate their path to degree. Because Purdue Global's traditional online modality delivers programs with curricula already built on competency-based learning outcomes, ExcelTrack uses the same curricula to help students learn those real-life, career-oriented skills.

ExcelTrack differs from the traditional online modality in important ways. While the traditional online modality offers students highly structured learning, ExcelTrack offers highly flexible, personalized learning; the student decides which and how much of the learning activities are needed to demonstrate mastery of course concepts. Students are able to accelerate review, assessment, and awarding of credit for material they already know to focus on what they need to learn.

The flexibility in ExcelTrack offers opportunities for students to accelerate the pace of their learning toward their degree. Because the tuition model for ExcelTrack is a flat rate, students stand to achieve significant savings if they can accelerate their pace toward degree completion. A successful student in this modality has professional and

previous college experience and is self-reliant, driven, and able to closely manage a study schedule.

Open College at Purdue University Global Modality

Open College at Purdue University Global offers students another cost-effective means of earning a degree by tying together their learning achieved through successful completion of open online courses offered at Open College and elsewhere, an experiential portfolio based on applicable professional experience, and transfer credit from accredited colleges and universities.

Open College courses are not restricted to students enrolled in an open-degree program; any interested student may take open online courses through Open College. Additionally, open online courses offered through Open College go a step beyond typical “massive open online courses” (MOOCs). While there is no cost for open online courses at Open College, students who wish to demonstrate their mastery of the material may pay a fee to take the corresponding course assessment and, if they pass the assessment, earn college credit.

Students enrolled in an Open College program work with their faculty advisors who help them master the course material. In addition to coaching students, the faculty advisor helps students customize their degree with an ILP. The ILP maps out the coursework to be completed as part of the degree plan, both core requirements and electives. The student's degree is customized: it is based on professional knowledge and skills, problem solving, and strategic planning that culminates in a capstone class with a portfolio project.

Open College program students also work with faculty subject matter experts to determine how best to incorporate previous professional experience, including professional training, such as from the military, into their customized degree through an experiential portfolio. Faculty subject matter experts review and assess submitted experiential portfolios to determine how much course credit can be applied toward the degree.

Students best suited to the Open College modality have substantial previous college credit from myriad sources. We help them consolidate that credit to optimize their time to degree in their chosen discipline. The student profile is reflected in the tuition model: a monthly rate that rewards students who can consistently invest great effort into their studies and accelerate the pace of their learning.

Hybrid Ground-Based Modality

This modality combines online learning outcomes with limited onsite, classroom-based learning. The School of Nursing has ground-based prelicensure programs at some locations for students who want to earn an Associate of Science in Nursing or a Bachelor of Science in Nursing while they become registered nurses. At these locations, students take classes online and experience hands-on learning. They learn to handle complex patient situations in the simulation laboratory and to care for actual patients in carefully selected clinical experiences throughout the program. Prelicensure laboratory and clinical experiences are overseen by nursing faculty and occur at local health care organizations such as hospitals, community health clinics, and skilled-care facilities.

There are also School of Health Sciences programs that have limited laboratory sessions at select locations and can help facilitate local externships/internships.

Admissions

In this section, you can find the University's general requirements for admission as well as requirements for international applicants. Information on entrance examinations and foundational coursework, conditional admission, first-term responsibilities, and technology requirements is also featured.

Admissions Requirements

These are the general requirements for applicants seeking admission. Visit the individual school sections for program-specific admissions requirements.

General Requirements

In order to present a complete application, you must:

1. Complete an Enrollment Agreement and any other documents required for your chosen program and submit monies as outlined on the Tuition and Fees Schedule. The Enrollment Agreement must be signed by a parent or legal guardian if you are under 18 years of age.
2. Complete an informational interview. We welcome your spouse or parents.
3. Speak, read, and write English fluently (see English Proficiency (p. 20)).
4. Complete financial arrangements prior to starting class, including any necessary financial aid documents.
5. Fulfill any program-specific and/or international admissions requirements (p. 19).
6. Consider a tour of the onsite location and/or online learning environment.
7. Attest to certain technological competencies (p. 21).
8. Resolve any balance you have at a prior Purdue Global location.

Deans or their designees reserve the right to approve all candidates for admission.

Additional Requirements for Undergraduate Programs

In addition to the general admissions requirements, you must meet one of the following criteria:

1. Be a high school graduate or possess a General Education Development (GED) certificate or state-specific equivalency diploma test
2. Possess a home study certificate or transcript from a home study program that is equivalent to high school level and recognized by your home state; you must also be beyond the age of compulsory attendance in that state
3. Be a high school senior eligible to apply and submit proof of high school graduation
4. Possess the foreign equivalent of a U.S. high school credential

You must attest to high school graduation or an approved equivalent. Acceptable attestation for the University may be the proof of graduation attestation included on an Enrollment Agreement, the Free Application for Federal Student Aid (FAFSA), or any other document deemed acceptable

by the University. Tennessee residents and holders of foreign secondary education credentials have an additional requirement (see below).

The statements made in this attestation are verified through a random sampling of students admitted to the University. If you are selected for this verification, you will have 30 days to provide the University with acceptable evidence of high school graduation or its equivalent.

If, for any reason, your evidence or attestation of high school graduation or its equivalent is found to be false, untrue, or otherwise unacceptable, you will be subject to immediate dismissal from the University, all credits earned will be invalidated, and the University will take all other appropriate actions. All aid disbursed on your behalf will be refunded to the appropriate source, and you will be responsible for payment of these funds to the original source or to Purdue Global, as appropriate.

Criminal Background Check Requirements for Undergraduate Programs

If you are enrolling in a Purdue Global program that requires a criminal background check, before you are fully admitted into the program you must submit a request for a criminal background check to the Purdue Global-approved vendor prior to the first day of your first term. No funding will be processed until an approved background check is on file. If your background check is not approved by the end of the third week of your first term, your enrollment will be cancelled.

Additional Requirements for Graduate Programs

You must provide an unofficial copy of your transcript which shows completion of a bachelor's degree from an accredited institution. You must submit an official copy to the Office of the Registrar by the last day of the first term. Financial aid will not be awarded until official transcripts are received.

If you are applying to a graduate program in the School of Business and Information Technology, Health Sciences, or Education, or in the College of Social and Behavioral Sciences, you must have achieved a 2.5 grade point average or higher in your baccalaureate degree. If you do not possess a 2.5 CGPA, you may be considered for admission based on other evidence of academic potential.

If you already possess a graduate degree, you must obtain permission from the Dean of the respective school prior to enrolling in a Purdue Global degree program.

Criminal Background Check Requirements for Graduate Programs

If you are enrolling in a Purdue Global program that requires a criminal background check, before you are fully admitted into the program you must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. No funding will be processed until an approved background check is on file. If an approved background check is not on file with the University prior to the first day of your first term, your enrollment will be cancelled.

Additional Requirements for ExcelTrack Programs

In addition to the general admissions requirements, in order to start classes you must:

1. Participate in any required orientation program.
2. If you are an undergraduate student, show evidence of having at least three courses that you expect will transfer to the University from other institutions.
3. Complete all financial arrangements.

Exceptions to Standard Admissions

1. The state of Tennessee requires all undergraduate students who reside in Tennessee to supply the University with proof of graduation from a recognized high school program, receipt of a GED certificate, or receipt of a Home Study certificate. Acceptable proof consists of the following documents:
 - a. A copy of an official high school transcript;
 - b. An official GED certificate with scores or official notification that a GED certificate has been issued; or
 - c. A valid Home Study certificate or transcript confirming completion of a home study program.
2. All graduates of foreign high schools must provide actual proof of secondary completion. If you reside in the United States but attended school in a foreign country, and are unable to produce the required documents, evidence may include certification from other official sources.

If you cannot provide the required documentation by the end of the first term of enrollment, you will be dismissed from the University.

3. The state of Maine requires all students born after 1956 and enrolled in an onsite degree program to provide proof of specific immunizations at the time of admission. If you are seeking admission to a Purdue Global location in Maine, you must submit proof of immunization against measles, mumps, rubella, diphtheria, and tetanus. Proof of immunization must detail the administration of the following:
 - a. A DT booster within the last 10 years
 - b. An adult MMR vaccination for individuals who previously received an MMR vaccination prior to their first birthday

If you fail to submit documentation of the required immunizations, you will be denied admission to the University.
4. High school students may take individual courses at the University under special local and state programs. You will be enrolled as a nondegree-seeking student until you have graduated high school and are admitted to the University under the standard admissions requirements.

Acceptance to the University

Upon completion of all admissions requirements, Purdue Global administration will review the information and inform applicants in writing whether they have been accepted for enrollment.

If you are not accepted, you will have no financial obligation to the University beyond the application fee, which is nonrefundable. Questions regarding the admissions decision should be addressed to the Dean of the academic program to which you applied or the Center Director.

Returning Students

In order to reenter the University, you must meet all admissions requirements for the program you wish to enter, complete all standard admissions procedures, supply all required documents, and have a clear student account. If you have a history of conduct or behavior issues or a poor academic record, your reentry to the University may require

additional approval by the Dean of the school you wish to enter or the Dean's designee.

In addition, you must be in good academic standing. If you are not, you may appeal to the Dean of the school you wish to enter. Your letter of appeal should explain the circumstances that caused you to fall below the satisfactory academic progress standards, what corrective actions you have taken to ensure success upon returning to your studies, and your desired start date.

If your appeal is approved, the approval will indicate the conditions of your return, including your status upon return and academic plan goals. If extenuating circumstances (e.g., death in the family, illness or injury, or other undue hardship) hindered your academic performance, then you may be approved to return academically eligible for financial aid in Financial Aid Warning (Academic Probation) status or Financial Aid Probation (Final Academic Probation) status. If you had not yet begun your Financial Aid Warning period in the last term of your most recent enrollment, you will be eligible to return on Financial Aid Warning for one term and continue on to Financial Aid Probation if you need more time to meet the academic standards and have met the term progress goals defined in your appeal approval. If you already began your Financial Aid Warning period, then you will return directly on Financial Aid Probation. If you did not experience extenuating circumstances, your appeal may still be approved if you have demonstrated that you have the academic potential to succeed upon return, but you may only be eligible to return in a financial aid ineligible status (Extended Enrollment). The Dean of the school will either confirm your desired start date or require additional time before you are allowed to reenter.

A denied appeal is considered final and binding. You may not reappeal unless new information is presented for consideration.

International Applicants

Purdue Global is authorized under federal law to enroll nonimmigrant, alien students.

If you are not one of the following, Purdue Global considers you an international applicant:

- U.S. citizen or national;
- U.S. permanent resident or other eligible noncitizen; or
- Citizen of the Freely Associated States: the Federated States of Micronesia and the Republics of Palau and the Marshall Islands.

As an international applicant, you must meet the following requirements in addition to the general admissions requirements and applicable additional admissions requirements:

1. Be at least 18 years old
2. If applying to an onsite program, submit bank statement(s), with balance(s) converted into U.S. dollars, indicating that you or your parent/guardian has sufficient funds to cover the costs of tuition, fees, and/or living expenses for the entire program of study, or a certified government sponsor letter indicating that tuition, fees, and/or living expenses will be paid in advance of each term. If you are enrolled in English language course(s) at another institution, bank statement(s) or a certified government sponsor letter proving sufficient funds for the entire Purdue Global program can be submitted along with the Enrollment Agreement.
3. If applying to an onsite program, submit an enrollment fee of \$100.00 with the Enrollment Agreement, which will exempt you from paying

administrative, application, and registration fees stated on the Tuition and Fees Schedule, if applicable. The application fee is fully refundable if you decide not to complete the enrollment process or are not accepted by the University.

4. If applying to an onsite program, submit a registration fee of \$100.00. Upon receipt of the Enrollment Agreement, the University will issue the appropriate paperwork to apply for a student visa if you are attending a residential location.
5. If applying to an online program, submit a tuition deposit and/or application fee as stated on the Enrollment Agreement.
6. If enrolling in a program that includes a placement component, such as a clinical, practicum, or externship, ensure that the program of study complies with the terms of your visa.
7. If you are interested in enrolling in an online nursing, health science, or education program, speak to your Admissions Advisor about eligibility requirements for international applicants. Not all programs are available for enrollment.

English Proficiency Requirement

You must be proficient in English (reading, writing, and speaking) appropriate to our academic environment and to your level of study.

If you completed high school in English, you are generally considered to have met this requirement.

Completing high school in English means that you completed high school or its approved equivalent:

- In the U.S. (includes GEDs, etc.), or
- In a country where English is the language of instruction (see Countries/Principalities Using English as an Official Language and the Language of Instruction in Higher Education (https://catalog.purdueglobal.edu/policy-information/admissions/english-proficiency-requirement/English_Official_Language_of_Instruction_Countries_PG_ADA.pdf)), or
- At a “high school” where the primary language of instruction was English

If you do not meet one of these criteria, you may establish English proficiency by means of:

- A transcript indicating “C-” or higher in a college-level writing/composition course from either a regionally accredited U.S. college/university or an eligible college/university in a country on the list of countries of English instruction
- A degree from either a regionally accredited U.S. college/university or an eligible college/university in a country on the list of countries of English instruction
- KELPA
- Minimum score on an external exam (TOEFL, IELTS)

TOEFL	Paper-Based	Computer-Based	Internet-Based
Undergraduate	525	195	71
Graduate	550	213	80

IELTS	Score
Undergraduate	6 (no band less than 5.5)
Graduate	6.5 (no band less than 5.5)

Entrance Examinations and Foundational Coursework

As a condition of your enrollment in an undergraduate program, you may be required to take an entrance assessment.

If you do not achieve a minimum score, you may not be permitted to continue with the enrollment process, or you may be required, as an additional component of your conditional admittance, to complete foundational coursework and earn a grade of satisfactory (“S”).

You may retake foundational coursework once. However, if on the second attempt, you do not earn a grade of “S”, you will not be permitted to reapply for admission to the University until a 1-year period has elapsed.

Onsite students are encouraged to register for one or two select first-term courses to accompany the foundational coursework. Please consult with your Student Advisor to determine available courses.

First-Term Responsibilities

Purdue Global Commitment

Purdue Global Commitment Trial Period

As a first-time undergraduate Purdue Global student, you may use the first 3 weeks of class as a trial period when you can decide if you are committed to pursuing your education at Purdue Global.

During the Purdue Global trial period the following rights/restrictions apply:

- You enjoy all the rights and resources of a fully admitted student.
- At any time during this trial period you may elect to opt out of classes with no financial obligation to the University beyond the nonrefundable application fee.
- You are obliged to uphold all of the University’s policies.
- You are ineligible to receive Title IV financial aid until the completion of the trial period and until all admissions requirements are met.

In addition, Purdue Global requires demonstration of your commitment through completion of academic activity during the third week of the term. If you are enrolled in an ExcelTrack program, you are required to opt into your enrollment and complete academic activity prior to the end of the third week of your term. If you do not meet these requirements, your enrollment will be cancelled. Even after this, you may remain conditionally admitted due to outstanding admissions requirements. See the Conditional Admission policy (p. 21).

If you reapply for admission within 6 months of your enrollment being cancelled, you must submit an appeal to the Dean of your program. Students reapplying for admission will not be eligible for Purdue Global Commitment again.

Onsite students must return all textbooks; failure to do so will result in a charge for those textbooks not returned. If you purchased textbooks for an undergraduate program, you may return them without charge at this point. If you purchased textbooks for a graduate program, you will be subject to the return policy of the seller and are encouraged to closely review this policy.

Nondegree-seeking students, students enrolled in Open College at Purdue University Global, returning students, and students enrolled in graduate programs are not eligible for Purdue Global Commitment.

Conditional Admission

Conditional Admission

If you are a first-term student at Purdue Global, you are considered conditionally admitted to the University and will not be fully admitted into your program until all documents required for admission to your program are received and approved. As a conditionally admitted student, you are considered nondegree-seeking until you are fully admitted to your program. Conditionally admitted students may, however, enjoy all the rights and resources of a fully admitted student and are obliged to uphold all of the University's policies; however, you are not eligible for Title IV federal financial aid while in this conditional status.

At the end of your first term if you are still missing any of the required documents for full admission, your conditional admittance will be revoked, you will not be fully admitted to your program, and you will be withdrawn from the University. If you decide to reapply for admission, all necessary documents must be on file before re-enrolling.

Required Documents

The following documents are required by the end of your first term if you are conditionally admitted or prior to re-enrollment if you are a returning student.

Financial Documents

For students applying for financial aid, all documents required for aid eligibility must be received and approved by the end of your first term. The documents that are required will be determined by the Financial Aid department.

Some students may be selected for verification by the Department of Education. If you have been selected for verification, you will be notified on the first page of your Student Aid Report (SAR). Being selected for verification means you will be required to submit additional information to ensure FAFSA accuracy. If selected, verification documents are required to be submitted 7 days prior to the end of the first term.

Proof of Prior Degree

If your program of study requires a prior degree for admission, an official transcript showing proof of the degree conferred must be received by the end of your first term.

- If you are enrolled in the Bachelor of Science in Nursing—RN-to-BSN degree option, you must furnish an official transcript indicating an associate's degree, diploma, or certificate in nursing with a minimum of 50 quarter credit hours of eligible credit with a focus in nursing.
- If you are enrolled in a graduate or postbaccalaureate program, you must supply an official transcript showing completion of a bachelor's degree or higher credential, as required by your program of study.
- If you are enrolled in a postgraduate program, you must supply an official transcript showing completion of a master's degree in the area of study defined in your program policies.
- Foreign credentials submitted for proof of degree must be evaluated by an approved third-party agency. Applicants presenting a 3-year bachelor's degree will be reviewed on a case-by-case basis by the relevant Dean.

Other programs may require a proof of degree. Review the policies of your program to determine if a proof of degree is required.

Proof of High School Graduation

- The state of Tennessee requires all undergraduate students who reside in Tennessee to supply the University with proof of graduation from a recognized high school program, receipt of a GED certificate, or receipt of a Home Study certificate. Acceptable proof consists of the following documents:
 - a. A copy of an official high school transcript;
 - b. An official GED certificate with scores or official notification that a GED certificate has been issued; or
 - c. A valid Home Study certificate or transcript confirming completion of a home study program.
- All graduates of foreign high schools must provide actual proof of secondary completion. If you reside in the United States but attended school in a foreign country and are unable to produce the required documents, evidence may include certification from other official sources.

Technology Requirements

As part of the admission process to Purdue Global, you are required to attest to certain competencies in the use of technology.

You must have the following skills:

1. Ability to use email to correspond with faculty, staff, and students
2. Ability to access, create, and save documents in Microsoft Office formats; at a minimum, you must be familiar with Microsoft Word
3. Ability to browse the web, including downloading and installing common plug-ins (listed below) and configuring common browser options
4. Ability to configure and run applications, including an antivirus application, to ensure that your system is secure and transmitted files are virus free

To enroll in classes online, you must have access to a computer and meet the hardware and software requirements (<http://www.purdueglobal.edu/admissions/student-technology-requirements.aspx>). Some of the requirements listed are applicable only to specific courses and are indicated accordingly.

Term Registration

In this section you can find information on registration, attendance, requesting a leave of absence or withdrawing from the University, and repeated courses.

Registration

You may register for your courses using available self-registration tools or by working with the Office of Student Support. While you should register for courses well in advance, you may make changes to your registration without academic penalty through the seventh day of the term. This is the add/drop period, after which course withdrawals will result in penalties. If you are enrolled in an ExcelTrack 10-week option, you may add courses to the current term until the end of the sixth week of the term. If you are enrolled in an ExcelTrack 6-week option, you may add courses to the current term until the end of the fifth week of the term.

Course withdrawals are not permitted in the final 28 days of a term (21 days in 6-week terms, 14 days in terms of 5 weeks or fewer in duration), except under the terms of the military service provision or Leave of Absence Policy (p. 22). If you are enrolled in an ExcelTrack program, withdrawals are only permitted during the add/drop period. Withdrawing from all courses in a term results in being withdrawn from the University.

Registration changes are subject to course availability. Registration changes at any point in the term can affect your financial aid eligibility and the time required to complete your degree. You should determine such impact before making any changes.

Registering for more than 18 credits per term requires approval from the Dean. A credit overload may result in changes to tuition charges and financial aid awards. Certain programs have specific policies governing student course loads; refer to the individual school sections for more information.

Military Service Provision

If you must drop or withdraw from courses due to receipt of military orders or are placed on a special duty assignment and, as a result, are unable to attend class, you will not be responsible for any tuition or fees incurred for the term in which the military order takes effect. Receipt of orders may include deployment, mobilization, activation, training, or a commander letter for special duty assignments. You must notify your Student Advisor of receipt of orders and provide a copy of a valid order of duty. Any applicable waiver of expenses is only valid for the term(s) in which the military order takes effect. When this request is approved, the course(s) for that term will show an "MW" mark (p. 39). If you are also receiving federal financial aid, please see the applicable Refund Policy (p. 43).

Course and Module Assessments

Certain course requirements can be fulfilled by achieving a passing score on a course or module assessment. For a complete list of available assessments and to register to take one, contact your Student Advisor. You will have one attempt to take an assessment and cannot take one if you have already begun or failed the equivalent course. Grades on course assessments are final and do not qualify for the grade appeal process.

Note: these assessments are not available for all Purdue Global courses, and there is a fee for taking a course assessment.

Nondegree-Seeking Course Enrollment

In addition to the above policies, please note the following if you are a nondegree-seeking student:

You must complete financial arrangements for each course before you will be permitted to register into it.

Not all courses are available for nondegree-seeking enrollment and some will require additional Dean-level approval before permission is given. The Dean may wish to examine your transcripts, work experience, or other evidence of preparedness for the course, especially in situations where the course has prerequisites.

You may not enroll in a course which is part of a program that has explicit entrance requirements unless you meet the requirements and have approval from the Dean of the school in which the course is housed (e.g., nursing, medical assisting, etc.).

Matriculation into a Degree Program

You are encouraged to consult with an Admissions Advisor to ascertain which courses taken as a nondegree-seeking student will apply to a program of study. Not all courses may be applicable toward a Purdue Global degree.

Attendance

Attendance is defined as attendance at a scheduled onsite course meeting or, in an online course, posting to a discussion board, virtual office, or drop box, attending a seminar, or participating in a quiz or other classroom activity.

You are encouraged to attend class every day and to be on time. It is your responsibility to learn the material covered while absent and to see that you make up missed work in compliance with Purdue Global's guidelines. Hours of makeup work cannot be accepted as hours of class attendance, and makeup work is not permitted for the purpose of receiving veterans' educational training benefits.

Refer to Withdrawal Due to Nonattendance (p. 22) policy for information about attendance policy violations.

Leave of Absence and Withdrawal

Leave of Absence—Long Term

If you have completed at least one term of your degree program at the University and can demonstrate extenuating circumstances beyond your control, you may request a leave of absence. A leave generally permits you to suspend studies and return to the version of the program that you left.

You must complete and sign a Leave of Absence Request Form and submit it through the Office of Student Support for approval. As appropriate, provide documentation to support your request. If you are seeking a leave of absence in the middle of a term, there may be impacts to your funding and/or loan deferment; therefore, you should speak with the Financial Aid Office prior to submitting the leave request.

You may request up to one period of leave per calendar year. A leave may be from four weeks to two terms in duration, though your return date will be dependent on course and term scheduling and availability.

If you request and receive approval for a leave of absence effective before the completion of a term, you will receive a "W" for each attended course at the start of the leave. You are strongly encouraged to register for those courses again in your returning term. ExcelTrack competency modules successfully completed before the leave will be recorded as such on the transcript.

If you are an active-duty servicemember, in the National Guard or Reserves, or are a military family member, you may take a military leave of absence for a period of up to 12 months. You may also have the option to renew this status one time for up to a total of 24 months of leave; however, if you exercise this option, you will return to the version of the degree program in effect at the time of your return.

If you do not return to class by the scheduled date and later choose to return to the University, you will need to return to the current version of the program. You are not eligible for financial aid while on leave. Please note that your lender entitles you to a 6-month grace period before entering repayment on your student loans. If you have already exhausted your student loan grace period, you will enter loan repayment immediately.

Leave of Absence—Short Term

If you are enrolled in only ExcelTrack competency modules in a term, have completed them, and due to extenuating circumstances must suspend your studies for the remainder of the term, you may apply for a short-term leave of absence. This short-term leave will enable you to return at the beginning of the next available term. Only one short-term leave is permitted in any 12-month period and may not exceed 100 calendar days.

A short-term leave of absence must be submitted and approved by the Dean (or designee) prior to the requested start date of the leave. Unforeseen circumstances can be submitted with appropriate documentation for review and approval.

The in-school grace period will apply while on an approved leave of absence. If you fail to return from an approved leave of absence, your financial aid grace period will be impacted.

Requesting to Withdraw from the University

Circumstances sometimes require that you withdraw from the University. If your situation warrants withdrawal, please first refer to the Refund Policy (p. 43) and then follow the steps below:

1. Meet with the Center Director (onsite) or a Student Advisor (online) via telephone, mail, or electronic notification to discuss your decision to withdraw. We will seek to make reasonable efforts to assist you in continuing your education.
2. Once you have officially notified the above indicated designee of your intent to withdraw, you should contact the Financial Aid Office only if you intend to withdraw in the middle of a term. The Financial Aid Office can answer questions regarding financial obligations to the University and student loan repayment responsibilities. Refer to the Refund Policy for specific calculation information.
3. If you are using Veterans education benefits and withdraw from the University, a notice of termination of enrollment will be sent to Veterans Affairs.
4. A request to withdraw from the University during the final 28 days of a term (21 days in 6-week terms, 14 days in courses and course

modules of 5 weeks or fewer in duration) will be treated as an end-of-term withdrawal request and will be processed after grades have been posted for that term. Students in specific nondegree enrollments (e.g., "Jumpstart courses") who request to withdraw at any time will receive a "W."

5. If you withdraw from the University and wish to return, you must apply for readmission and may not return sooner than the beginning of the next grading period/term. If you withdraw from and reenter a nursing or health science program, you may be required to demonstrate competency in clinical skills prior to beginning a clinical or externship.

Withdrawal Due to Nonattendance

Attendance has important effects on your enrollment status at the University:

- If you have not participated in any class for 21 consecutive calendar days (excluding scheduled breaks), you will be administratively withdrawn from your program. You may not exceed 14 days of nonattendance if you are enrolled in a 6-week term.
- If you fail to log attendance in any individual class within the first 21 days of the term, you will be dropped from the class or classes. In course and course modules of 5 weeks or fewer in duration, individual class nonattendance withdrawals will be based on the first 21 days of the parent term only. ExcelTrack competency modules are not subject to this course withdrawal.
- If you are a first-term or returning student enrolled in a non-ExcelTrack program and do not register attendance within the add/drop period, your enrollment will be cancelled. If you are a first-term or returning student enrolled in an ExcelTrack program and do not opt in to a term within the add/drop period, your enrollment will be cancelled.
- If you are withdrawn due to nonattendance, grades of "W" will be posted for your courses, except when the period of nonattendance occurs in the final 28 days of a term (21 days in 6-week terms, 14 days in courses and course modules of 5 weeks or fewer in duration) when "F" grades will be posted. ExcelTrack competency modules successfully completed before a withdrawal of any kind will be recorded as such on the transcript.

Any incomplete courses at the time of withdrawal are subject to standard University withdrawal policies.

- If you are a nondegree-seeking student, while still strongly encouraged to attend classes frequently, you are not subject to course withdrawals due to nonattendance.
- If you are registered in *only* ExcelTrack competency modules in a term, have posted attendance in the term, and know that you must exceed 21 days of nonattendance (14 calendar days in a 6-week term) during the term, you may confirm your intent to return within the term in writing.

The written confirmation must be submitted and approved by the Dean (or designee) prior to the planned, extended period of nonattendance. You may not exceed 45 days of nonattendance under this arrangement and must resume attending classes before the end of the term. Speak with your Student Advisor for assistance.

Repeated Courses

If you repeat a course, the grade received on the last repeat will replace all other grades for that course in the CGPA calculation. Previous grades

earned for the repeated course will be marked on the transcript as indicated in the transcript legend. When you repeat a course, you will be charged the current tuition for the course and must assume responsibility for all associated fees.

If you attempt a partial course (module), you may not subsequently attempt the full course. You will be dismissed for failing the same partial course the maximum number of times, as defined by your program's policies below.

A failing grade is defined as any grade below the grade required for graduation in your program of study.

If you request entry into a program that requires a course you have failed the maximum number of times, you must first successfully complete the failed course at another institution. It is your responsibility to ensure that both the institution and the course(s) taken there meet the University's criteria for transferability.

If you choose to retake a previously passed course, you may only receive financial aid for one additional retake of that course.

Undergraduate Non-Nursing Programs

If you fail the same course or its equivalent three times, you will be academically dismissed from the University.

Undergraduate Nursing Programs

If you fail or withdraw from a course or its equivalent on the second attempt, you will be academically dismissed from the University.

In addition, if you are enrolled in a bachelor's degree program, you will be dismissed from the program upon your third failure or withdrawal from any course or courses in the major requirements listed in the degree plan.

If you are enrolled in an associate's degree or diploma program, you will be dismissed from the program upon your second failure or withdrawal from any course or courses in the major requirements listed in the degree plan.

Graduate Programs

If you fail the same course or its equivalent twice, you will be academically dismissed from the University.

You will be dismissed if you fail 12 credit hours in your program of study.

Prior Learning Assessment

You are encouraged to submit to the Office of the Registrar all evidence of prior learning for evaluation. If you receive veterans benefits through Purdue Global, you must submit documentation of previous education for review.

All prior learning is reviewed on a case-by-case basis and credit is awarded ultimately at the discretion of the University.

General Guidelines

These are the general guidelines governing the application of prior learning credit. Visit the individual school sections for program-specific admissions requirements.

1. Credits earned in any combination of prior learning credit will not exceed 75 percent of the credits required or 50 percent of a graduate degree; however, in graduate programs, these courses must be completed by the time you enroll at Purdue Global. Program-specific exceptions may apply. Please refer to the individual school sections for more information.
2. You must provide evidence of prior learning prior to the first day of the course for which the credit is intended.
3. Transcripts from foreign institutions (defined as those not located in the United States or its territories and not accredited by a U.S. accrediting agency) must meet the same requirements as domestic institutions, and you must have them evaluated by an approved foreign credential evaluator before submitting them to the Office of the Registrar. If you are applying to a program that requires completion of a prior degree, a transcript-level evaluation (and translation, if applicable) is generally sufficient. If you wish to have individual courses evaluated for transfer, you will need to commission a course-level evaluation (and translation, as appropriate).
4. Courses must be relevant to the degree in which you are enrolled.
5. Unless noted in the school-specific requirements, only transfer credit may be applied toward graduate programs.
6. Prior information technology coursework must be consistent with the current knowledge and skills taught in an information technology course to be awarded transfer credit. In addition, coursework submitted for transfer credit evaluation should have been completed in the last 5 years. Students who seek credit for courses older than 5 years must submit a specific request for each course to be reviewed. Exceptions will be granted based on current and ongoing work experience and approval by the Dean or a designee.
7. Purdue Global does not guarantee the transferability of credits from other educational institutions or other sources of prior learning.
8. Purdue Global considers a semester credit hour to be equal to 1.5 quarter credit hours. Course-to-course transfers based on course objectives or outcomes can also be applied.

Types of Credit

Noted below are the types of prior learning for which the University may award credit.

Transfer Credit

If you attended other institutions in the past, you are encouraged to submit official transcripts to the Office of the Registrar. Tennessee residents should refer to their state-specific Enrollment Agreement.

In order for a course to be transferable, it must meet all of the following criteria:

1. It was completed at an accredited institution;
2. It is included on an official transcript;
3. It carries a grade of "C-" or better (undergraduate course), or "B" or better (graduate course); Purdue Global cannot consider marks of "Pass," "Credit," or similar;
4. It must be 100-level or higher and not otherwise designated as remedial, college-preparatory, or not at a college level;
5. It is relevant to your program of study and equivalent to the course requirements of your program (note that in some cases, we may ask you or your prior institution for a course syllabus or similar documentation to assist us in evaluating a particular course);
6. It must fit into your degree plan; and
7. It meets any additional program-specific requirements.

We strongly recommend that you provide your official transcripts to the Office of the Registrar by the last day of the first term. After this point, in certain cases, we may deny you the opportunity for a transfer credit evaluation due to course scheduling factors.

Credit by Examination

Purdue Global offers you several opportunities to earn credit by achieving passing scores on externally administered exams (CLEP, DANTES, AP, Excelsior, and others).

Official results of external tests must be received by the Office of the Registrar prior to the first day of your final term, and always prior to the first day of the course(s) the exams are intended to replace.

External Examinations

Purdue Global awards credit for passing scores on external exams such as DANTES Subject Standardized Tests (DSSTs), the College Level Examination Program (CLEP), the Advanced Placement Program (AP), Defense Language Proficiency Tests (DLPTs), and other similar exams.

Purdue Global awards credit based on the minimum scores recommended by Educational Testing Service (ETS) or the American Council on Education (ACE). Credit may be awarded for each test in which the recommended minimum score is earned and based on program guidelines and course outcomes.

Experiential Learning

The University recognizes three types of learning which, broadly speaking, fall into the category of experiential learning. All three types are reviewed on a case-by-case basis for relevance to your degree plan.

- **Military Training:** training gained during a period of military service that has been reviewed by the American Council on Education (ACE).
- **Reviewed Professional Learning:** transcribed learning from a professional or nonacademic environment that has been reviewed by ACE or the Office of the Registrar and the appropriate Dean using ACE guidelines.

- Academic Prior Learning Portfolio: a portfolio that demonstrates prior learning from work or other experience.

If you wish to submit a portfolio in consideration for experiential learning credit, you must first enroll in EL206 Academic Prior Learning Portfolio, LRC100 Documenting Your Experiences for College Credit, or an approved alternative, and are strongly encouraged to take this course in your first two terms. Upon successful completion of EL206 Academic Prior Learning Portfolio or LRC100 Documenting Your Experiences for College Credit, you may submit a portfolio for up to 15 undergraduate courses (or their one-credit ExcelTrack equivalents), contingent on your particular program.

You may only submit one experiential learning portfolio during your time at Purdue Global.

Note: you will be charged a portfolio development course fee.

Advanced Start Credit in Bachelor's Degrees

If you have earned an associate's or bachelor's degree from a regionally or nationally accredited college, you may be eligible to have designated lower-level courses waived from the bachelor's degree requirements. You will be awarded credit from your prior degree for an equal number of credits as the credit value of the waived courses, giving you an advanced start in the bachelor's degree. All credits from the prior degree beyond the advanced start credit value are evaluated individually for potential transfer toward the remaining degree requirements.

Associate's and bachelor's degrees and credits considered to be remedial, occupational, or specialized may not be eligible for advanced start. A degree must have a minimum of 90 quarter credits earned toward the degree and meet the standard prior learning assessment policies to be eligible for advanced start.

Not all bachelor's degrees offer advanced start credit. Courses eligible for waiver with advanced start credit are indicated on the individual degree plan pages.

Student Information and Services

In this section, you will find the Student Bill of Rights and policies governing student conduct, disciplinary actions, and appeals. This section also covers the Family Educational Rights and Privacy Act, directory information, the University's nondiscrimination policy, and university services. For information about the Sexual Misconduct Policy, please refer to the Additional References (p. 520) section of the Catalog.

Student Bill of Rights

The responsibility to respect and protect the learning environment at the University is shared by all members of the academic community and administration. The freedom and effectiveness of the educational process at the University depends on maintaining an environment that is supportive of diversity and the uniqueness of ideas, cultures, and student characteristics. This diversity and uniqueness is the essence of academic freedom.

1. You have the right to clarity of information. This includes clarity about:
 - a. The impartial, objective evaluation of your academic performance
 - b. The method of evaluating progress toward, and achievement of, course goals and objectives, including the method by which the final grade is determined
 - c. The requirements for completing your degree
 - d. Fees and other financial obligations to the University
2. You have the right to freedom from unlawful discrimination on the basis of race, sex, religion, color, age, national origin or ancestry, disability, marital status, parental status, sexual orientation, genetic information, gender identity, gender expression, or status as a military veteran.
3. You have the right to due process. Disciplinary sanctions will not be imposed without proper regard for due process. Formal procedures have been instituted to ensure adequate notice and response for all students subjected to disciplinary proceedings.
4. You have the right to freedom of inquiry, freedom of thought, and freedom of expression. The University encourages the search for truth and knowledge and does not abridge searchers' rights to reveal their findings, by both spoken and written word, even if in so doing they might find themselves at variance with their peers, as well as the lay community. To dissent or to disagree with generally accepted truth and knowledge is acceptable and, in many ways, is essential to free debate and inquiry. Accordingly, you are responsible for learning the academic content of the course, but are free to discuss and express any view relevant to the subject matter presented by the instructor or other students. However, in exercising this freedom, you may not interfere with the academic process of the class by speaking to or behaving toward others in a manner constituting unwelcome, targeted conduct that is so severe, pervasive, and objectively offensive, and that so undermines and detracts from the educational experience of those to whom the speech or behavior is targeted, that the targeted person is effectively denied equal access to the University's resources and opportunities.
5. You have the right to participate in course and instructor evaluations to give constructive criticism regarding the instruction, learning environment, and curriculum, and regarding the services provided by the University.
6. You have the right to develop personally through opportunities such as formal education, work and volunteer experiences, extracurricular activities, and involvement with others.

Student Conduct

Code of Student Conduct

You are expected and required to abide by the laws of the United States and the rules and regulations of Purdue Global, to conduct your academic and scholarly pursuits with the highest levels of ethical and honest behavior, to conduct yourself in accordance with accepted standards of social behavior, to respect the rights of others, and to refrain from any conduct that tends to obstruct the work of the University or to be injurious to the welfare of the University. By violating these general standards of conduct you may be subject to informal actions. If the violation falls within one of the categories of conduct listed below, you may also be subject to disciplinary sanctions.

The following actions constitute conduct for which you may be subject to informal action or disciplinary sanctions:

1. Dishonesty in connection with any University activity. The expectation to uphold the standards of academic integrity and honesty is a responsibility of every member of the University community. Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty. Accordingly, the following behaviors will be considered violations of these standards and are subject to disciplinary action as set forth in these procedures.
 - a. Cheating: You are expected to adhere to the guidelines provided by instructors for academic work so that you do not gain an unfair advantage. Using or attempting to use unauthorized materials, information, study aids, notes, or any other device in any academic exercise will not be tolerated. Unauthorized materials may include anything that or anyone who gives assistance that has not been approved by the instructor in advance.
 - b. Plagiarism:
 - i Using another person's words, ideas, results, or images without giving appropriate credit to that person; giving the impression that it is your own work.
 - ii Copying work, written text, or images from another student, the Internet, or any document without giving due credit to the source of the information.
 - iii Purchasing or contracting another person or company to complete coursework, including obtaining a paper from the Internet, from a term paper company, or from another student, and submitting it as your original work.
 - c. Fabrication: Intentional and/or unauthorized falsification or invention of any information or citation in any academic exercise. This includes but is not limited to:
 - i The changing and/or manipulation of research data, results, processes, or research record
 - ii The omission of results from the research record
 - iii The alteration and resubmission of a graded academic exercise, except as permitted by the Coursework Resubmission Policy (p. 28).
 - d. Multiple Submissions: The submission of substantial portions of the same academic work for credit more than once without

authorization from the instructor as described in the Coursework Resubmission Policy (p. 28).

- e. Collusion: Intentionally or knowingly helping or attempting to help another to violate any regulation governing the standards of academic integrity described in these regulations. You may only collaborate on academic work within the limits prescribed by the instructor.
2. Theft of, attempted theft of, unauthorized use or possession of, unauthorized exertion of control over, or causing damage to property of any kind belonging to the University, a member of the University community, an onsite visitor, or a person or agency participating in a University activity.
3. Any conduct that substantially threatens or interferes with the maintenance of appropriate order and discipline in the operation of the University, or any conduct on University property or in connection with a University activity that invades the rights of others. Examples include, but are not limited to:
 - Inappropriate or profane behavior that causes a disruption of teaching, research, administration, disciplinary proceedings, or other Purdue Global activities
 - The use of tobacco/vaping/related products in University buildings, and eating or drinking in the classrooms or any location other than designated areas
 - Bringing animals on to Purdue Global property unless they are assisting the physically impaired or are being used as classroom subjects
 - Bringing children into Purdue Global teaching areas
 - Failure to comply with all emergency evacuation procedures, disregarding safety practices, tampering with fire protection equipment, or violation of any other health and safety rules or regulations
 - Disruptive use of mobile phones or other electronic devices; all personal electronic devices must be in the "off" position while in the classroom
4. Failure to conduct yourself in a professional manner with University staff and faculty, peers, or clients in an institutional, clinical, externship, or lab setting.
5. Failure to comply with directions of University officials acting in the performance of their duties including, but not limited to, failing to present identification upon request of a University official acting in the official capacity of his/her position.
6. Violation of any Purdue Global regulations. This includes, for example, regulations contained in official University publications or announced as administrative policy for a University official or other person authorized by the Chancellor of the University.
7. Physical abuse of any person or conduct that threatens or endangers the health or safety of any other person, whether or not such conduct occurs on University property. For information about the Sexual Misconduct Policy, please refer to the Additional References (p. 520) section of the Catalog.
8. Unauthorized entry or access to, or unauthorized use or occupancy of, any University property including, without limitation, lands, buildings, structures, telecommunications, computer or data processing equipment, programs, systems, software, or other facilities or services connected with a University activity. See Responsible Use of University Technology (p. 28) for further details on prohibited activities with respect to University technology.
9. The use, possession, sale, manufacturing, or distribution of alcohol, illegal drugs, or narcotic or prescription drugs, except as expressly

permitted by law. Intentionally or recklessly inhaling or ingesting any substance (e.g., nitrous oxide, glue, paint, etc.) for the purpose or effect of altering your mental state also is prohibited.

10. The possession, use, or distribution of any explosives, guns, or other deadly or dangerous weapons reasonably calculated to cause bodily injury on University property or in connection with a University activity, unless specifically authorized by the University.

University Violence Prevention

Purdue Global views the health, safety, and security of its students, faculty, staff, campus community, and visitors as its highest priority. To foster an atmosphere that promotes Purdue Global's educational mission, the University is committed to maintaining a safe and healthy environment free of violence and threats of violence on campus, other work sites, and other places where members of the University community are engaged in University-sponsored activities.

Any behavior that is threatening, harassing, intimidating, or in any way dangerous or violent is strictly prohibited, will not be tolerated, and will result in swift remedial action. Any individual who is found to have engaged in such behavior will be subject to discipline, expulsion from Purdue Global, and/or referral to law enforcement authorities.

No individual will be subject to retaliation for making a good-faith report of real or perceived violence or threats of violence. All such behavior must be immediately reported to local law enforcement services and the Office of Student Relations via studentrelations@purdueglobal.edu.

Coursework Resubmission Policy

If you are retaking the same Purdue Global course following an unsuccessful attempt, you may resubmit coursework and papers in their entirety without penalty. You must notify the instructor prior to submission and cite the original date of submission on the work itself.

It is your responsibility to ensure that the previously submitted course materials meet current course requirements.

Citation Example: This assignment was originally submitted on [Give the date] for [Give the course and the instructor].

Resubmission of coursework is only allowed when retaking a Purdue Global course. Repurposing coursework or reusing parts of an assignment or papers for subsequent courses has different requirements. See the Purdue Global Student Coursework Resubmission Policy Resource (<https://kuportal-a.akamaihd.net/ascmedia/wc/resubmissionpolicyresource.pdf>) for additional information.

The Coursework Resubmission Policy is not applicable to Concord Law School students.

Responsible Use of University Technology

Purdue Global values freedom of expression and encourages diverse viewpoints endemic to an academic institution. At the same time, the University expects you to act in a responsible, ethical, and legal manner when using the University's school facilities, equipment, websites, and systems ("Sites"). Sites include, but are not limited to, the online classroom, online seminars, virtual campus, discussion boards, and internal email system.

To facilitate social networking and to establish a sense of community, some Purdue Global Sites allow you to post your own content or communicate with others. When you use any Sites to post or transmit

text, video, audio, or other material ("User Content") for social networking purposes, you agree to accept sole responsibility for your User Content.

Purdue Global Sites are intended to be used for business and educational purposes only. You must agree that your User Content, which includes information posted or communicated that is not considered an educational record under the Family Educational Rights and Privacy Act of 1974 (FERPA) (p. 34), may not:

1. Infringe on the intellectual property, trade secret, privacy, or publicity rights of others or contain copyright-protected material without the written permission of the copyright owner
2. Contain any material that conflicts with any article of the Student Bill of Rights (p. 27) and/or Code of Student Conduct (p. 27)
3. Be posted in a false name or the name of another person, or include impersonations of any person, except where such impersonations are obvious and are included exclusively for the purpose of parody
4. Include illegal material or encourage, solicit, or glorify illegal activity
5. Contain false statements or misrepresentations
6. Include commercial advertisements or solicitations, except if the University has specifically authorized their inclusion
7. Include material that is otherwise objectionable to the University

The University does not have control over and cannot censor all User Content students submit to its Sites or prevent students from uploading or adding inappropriate User Content to its Sites. The University does, however, monitor its Sites to the best of its ability to ensure that students do not submit, upload, add, or exchange any inappropriate User Content to or on its Sites.

If you see or hear inappropriate User Content on Purdue Global Sites, you should promptly report it pursuant to the procedures set forth in the Problem Resolution and Grievance Procedures (p. 32) section.

All Purdue Global Sites and computer equipment, email accounts, facsimile equipment, Internet access, instant messaging, voicemail, and supplies, if provided, are done so exclusively to assist you in your educational activities. You should not expect that computer files, email, voicemail, Internet bookmarks, or any of your User Content are confidential or private, and, therefore, should have no expectation of privacy whatsoever related to your usage of these Sites, to the extent that the information is not considered an educational record under FERPA.

Even when content, such as a message or file, is erased, it may still be possible to recover the message or file. Therefore, the University cannot ensure the privacy of content that is not considered an educational record. Messages sent through the University's email or instant messaging accounts and Purdue Global-owned facsimile equipment, the contents of the hard drives of any computer that is the property of the University, any User Content, and any voicemail messages saved on telephones that are the property of the University may be used in administrative, judicial, or other proceedings such as those resulting from student grievances, even where the information is considered an educational record.

In addition, the University licenses software to support its educational processes. Without express written consent of the University, you are not permitted to copy, remove, alter, or install software on any University equipment. By using the University's computer equipment, software, and communication devices, you knowingly and voluntarily consent to your use of these systems being monitored and acknowledge the University's right to conduct such monitoring.

Violations of the Code of Student Conduct

General

You are expected to conduct yourself as a committed member of the Purdue Global academic community, in compliance with both the spirit and letter of the rights and regulations of the institution. When each member of our community adheres to this commitment, the spirit of academic inquiry and discovery is best preserved for each and all.

A violation of the Code of Student Conduct (p. 27) may result in one or more actions including, but not limited to:

- Verbal warning
- Written warning
- Grade reduction
- Suspension
- Dismissal

The University's administration will determine the action(s) to be taken based on the severity of the infraction and your prior disciplinary record.

You may submit a written appeal to the Office of Student Relations within 10 business days of receiving notification of the disciplinary action. All grade-related and plagiarism appeals are to be directed to the Academic Appeals Committee. The appeal must include a General Report/Compliance Form (available from your Student Advisor or a compliance coordinator) and sufficient information to permit fact-finding and investigation.

The Committee will hold a meeting, and you will be notified of the Committee's decision within 5 business days after the meeting.

Dishonesty

Violations involving academic dishonesty may result in the following sanctions, though this order may not be adhered to, depending on the circumstances of the infraction:

- First offense: Failure of the assignment in which the action occurred
- Second offense: Failure of the class in which the action occurred
- Third offense: Suspension or permanent dismissal from the University

All charges are recorded in Purdue Global's database and remain there permanently. All offenses you accumulate while completing a program will be carried over to any subsequent program, if and when you reenroll.

Procedures for processing an allegation of academic dishonesty are as follows:

1. The instructor notifies you of any charge of academic dishonesty brought against you.
2. The charge is submitted in writing by the instructor to the Office of the Chief Academic Officer.
3. The Office of the Chief Academic Officer sends you a copy of the Code of Student Conduct (p. 27) and notification of the charge.
4. The Office of the Chief Academic Officer, after a full review, sends you and the instructor notification of the findings with regard to the subject charge.
5. The Office of the Chief Academic Officer maintains a database of academic dishonesty charges.

6. Please see the University's Academic Appeals Policy (p. 32) for information on how to appeal a charge of academic dishonesty.

Nondiscrimination Policy

It is Purdue Global's policy to maintain an academic environment in which all individuals are treated with respect and dignity. Each individual has the right to strive to reach his or her potential in an atmosphere free from discriminatory practices, including unlawful discrimination and/or harassment based on race, religion, gender, color, sex, age, national origin or ancestry, disability, marital status, parental status, sexual orientation, gender identity and expression, veteran status, genetic information, or any other legally protected status under applicable federal, state, and local law. Sexual harassment is a prohibited aspect of sexual discrimination under this policy.

Applicable Laws and Regulations

The University's policies and practices are in accordance with all applicable laws and regulations including:

- Title VI of the Civil Rights Act of 1964, as amended, and the implementing regulations 34 CFR Parts 100 and 101 (barring discrimination on the basis of race, color, or national origin)
- Title IX of the Education Amendments of 1972 and the implementing regulations 34 CFR Part 105 (barring discrimination on the basis of sex)
- The Family Educational Rights and Privacy Act of 1974 and the implementing regulations 34 CFR Part 99
- Section 504 of the Rehabilitation Act of 1973 and the implementing regulations 34 CFR Part 104 (barring discrimination on the basis of physical handicap)
- The Age Discrimination Act of 1975 and the implementing regulations 45 CFR Part 90
- The Americans With Disabilities Act of 1990 and the implementing regulations in 29 CFR Part 1630 (1992)

The University is committed to full compliance with these laws and has appointed compliance coordinators to assist those who have questions or concerns with respect to the University's compliance with these laws. The name, address, and telephone number of these staff members are available through the University.

The University has designated the following person as the Manager of Disability Services:

Tiffani Ashline
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 954.515.3389
Email: tashline@purdueglobal.edu

Title IX Compliance

Title IX of the Education Amendments of 1972 prohibits discrimination based on gender in any educational program or activity that receives financial support from the Federal government. Under Title IX, discrimination based on gender includes sexual harassment and sexual violence. Title IX also prohibits retaliation against individuals who complain about or participate in an investigation regarding an alleged Title IX violation.

Any individual who has questions or concerns regarding possible gender discrimination should contact the Purdue Global Title IX Coordinator Justin O'Sullivan or the U.S. Department of Education Office for Civil Rights.

Title IX Coordinator at Purdue Global

Justin O'Sullivan
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Email: titleix@purdueglobal.edu
Tel: 954.515.4407

U.S. Department of Education Office for Civil Rights

Lyndon Baines Johnson Department of Education Building
400 Maryland Avenue, SW
Washington, DC 20202-1100
Tel: 800.421.3481 (Toll Free)
Fax: 202.453.6012
TDD: 877.521.2172 (Toll Free)

Disability Services

Pursuant to the Rehabilitation Act of 1973 (Section 504) and the 1990 Americans With Disabilities Act (ADA), the University will provide reasonable and individualized academic modifications for students who have provided proper documentation outlining their disabilities and have requested reasonable and appropriate accommodations. Because each student's disabilities may differ in degree and impact, reasonable accommodations will be made on an individual basis. However, if you have a disability, it is your responsibility to seek available assistance and make your needs known at the time of enrollment or as the need arises due to disability. At the time of the request, you must provide the University with documentation to support the disability. Information pertaining to a disability is voluntary and confidential. If this information is supplied, it will be used to seek to overcome the effects of conditions that limit the participation of qualified students with disabilities.

The Center for Disability Services (CDS) is the primary office responsible for the coordination of services for students with disabilities. If you are seeking reasonable and appropriate accommodations, you may request, through your Purdue Global representative, to be placed in contact with the CDS, or may contact the CDS directly.

The University has designated the following person as the Manager of Disability Services:

Tiffani Ashline
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 954.515.3389
Email: tashline@purdueglobal.edu

Section 508 Electronic Information Technology Accessibility Policy

At Purdue Global we are working closely with our technology and compliance teams as well as external partners to ensure that we are continuously meeting the Web Content Accessibility Guidelines (WCAG), as set forth by the World Wide Web Consortium (W3C), to support the individual needs of all of our students. We are committed to empowering and engaging individuals in their pursuit of learning goals.

Discrimination Grievance Procedures

Federal law prohibits discrimination on the bases of age, race, color, national origin, sex, and disability in programs receiving federal financial assistance. Purdue Global encourages you to bring all complaints or grievances regarding such discrimination to its attention.

A discrimination grievance is any complaint regarding discrimination on the basis of age, race, color, national origin, sex, including sexual harassment, or disability by Purdue Global or any Purdue Global employee, student, or other third party. If you have a complaint, you may present a grievance through the following discrimination grievance procedures. Purdue Global will investigate all complaints or grievances fully and promptly.

1. You should first bring the grievance to the attention of the Discrimination Grievance Coordinator, whose name and contact information appears below, as soon as possible following the occurrence of the alleged discrimination.

Justin O'Sullivan
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 954.515.4407
Email: studentrelations@purdueglobal.edu

The grievance must be in writing and contain the following information:

- a. Your name and address;
 - b. Description of and date of alleged violation;
 - c. Names of persons responsible for the alleged violation (if known);
 - d. Requested relief or corrective action, if applicable; and
 - e. Any background information you believe to be relevant.
2. Upon the filing of a grievance, Purdue Global will conduct an investigation using a preponderance of the evidence evidentiary standard. If applicable, the University may take your statement and statements from witnesses. In cases of alleged sex discrimination, both the complainant and the alleged perpetrator will have the opportunity to present witnesses and evidence. Where appropriate, the University may impose interim measures upon the filing of the claim such as restrictions on contact; course-schedule or work-schedule alteration; leaves of absence; or increased monitoring of certain areas of the location. These interim measures are subject to review and revision throughout the grievance process.
 3. Following receipt of the grievance, Purdue Global will complete its investigation within a reasonable time (generally 60 days) and provide written notice to you and all alleged responsible parties of the outcome of the investigation, the basis for its decision, and any remedies determined to be appropriate.
 4. If Purdue Global determines that discrimination has occurred, it will take all appropriate steps to prevent the recurrence of the discrimination and to correct the effects felt by you and others, if appropriate. Potential sanctions for individuals determined to have committed acts of discrimination include a written warning concerning the misconduct and may result in disciplinary action up to and including immediate suspension and/or dismissal. Potential remedies may include disciplinary action against the perpetrator, requiring counseling for the perpetrator, remedies for the complainant and others, as well as changes to the school's overall services or policies.

5. You may also contact the U.S. Department of Education Office for Civil Rights at:

Lyndon Baines Johnson Department of Education Building
400 Maryland Avenue, SW
Washington, DC 20202-1100
Tel: 800.421.3481 (Toll Free)
Fax: 202.453.6012
TDD: 877.521.2172 (Toll Free)

You may file a criminal complaint or a complaint with the Office for Civil Rights at any time before, during, or after the grievance process. You do not have to complete the Purdue Global grievance process before contacting the Office for Civil Rights.

Students who feel they may have been the victim of discrimination are encouraged to contact the Purdue Global Title IX Coordinator for sources of counseling, advocacy, and support.

Jurisdiction

This procedure applies to sexual or gender-based harassment that is committed by students, faculty, staff, or third parties that occurs on Purdue Global property; or off Purdue Global property, if the conduct was in connection with a University or University-recognized program or activity.

Confidentiality for Title IX Gender Discrimination Complaints

University staff that are aware of a Title IX gender discrimination complaint will take reasonable steps to protect the privacy of all involved. Once a complaint is filed, the Complainant, the Respondent, and any witnesses will be notified that disclosing information about the case may interfere with the investigation and they are expected to keep all information confidential. They also will be notified that University policy prohibits retaliation, and that school officials will not only take steps to prevent retaliation, but will also take strong responsive action if it occurs.

Upon filing a complaint, if the Complainant requests to remain anonymous, the Title IX Coordinator will determine how to proceed with the investigation while factoring in the University's obligation to provide a nondiscriminatory environment, and the Respondent's rights to have notice of any allegations. Anonymity may limit the effectiveness of an investigation, or may prevent it from moving forward. The Complainant will be informed of the Title IX Coordinator's determination in this situation.

Nothing in this procedure prohibits or limits your right to report complaints to any regulatory or legal enforcement body including the state or federal departments of education.

Retaliation

It is a violation of federal law and Purdue Global policy to retaliate against any person making a complaint of discrimination or against any person participating in the investigation of any such allegation. Retaliation should be reported promptly to the Title IX Coordinator. Retaliation is grounds for disciplinary action.

Definitions

Sexual Harassment is unwelcome conduct of a sexual nature, such as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.

Sexual Violence is a form of sexual harassment and refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the student's age or use of drugs or alcohol, or because an intellectual or other disability prevents the student from having the capacity to give consent). A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Gender-based Harassment is another form of sex-based harassment and refers to unwelcome conduct based on an individual's actual or perceived sex, including harassment based on gender identity or nonconformity with sex stereotypes, and not necessarily involving conduct of a sexual nature.

Purdue Global prohibits sex-based harassment by peers, employees, or third parties that is sufficiently serious to deny or limit a student's ability to participate in or benefit from the recipient's education programs and activities (i.e., creates a hostile environment).

Harassing conduct may take many forms, including verbal acts and name-calling, as well as nonverbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful, or humiliating. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the conduct is physical. Indeed, a single or isolated incident of sexual violence may create a hostile environment.

Academic Appeals Policy

Grading and Academic Dishonesty Appeals Procedures

You must follow the below procedures to appeal a grade or an academic dishonesty charge. (See Concord Law School's Problem Resolution and Grievance Procedures (p. 450) for additional policies regarding academic dishonesty charges.)

Step 1: If you wish to appeal a grade or an academic dishonesty charge (e.g., plagiarism, cheating), you must first discuss the issue with your instructor within 10 days of receiving the grade or the academic dishonesty charge.

If you are appealing a grade you believe is unfair, a departure from the established grading policy, or a clear mistake by the School, you should provide your instructor with a clear explanation of why. Please review the course's grading rubrics and late policies first, as these will often resolve confusion over how a grade was calculated.

If you are appealing an academic dishonesty charge, you should provide your instructor with a clear explanation of why. Please review Purdue Global's Code of Student Conduct (p. 27) first, as it explains the types of actions that are academically dishonest.

If the instructor decides that a change to the grade and/or the withdrawal of an academic dishonesty charge is the correct decision, the instructor will work with the Office of the Chief Academic Officer and the Office of the Registrar as required to resolve the issue.

Step 2: If the problem has not been resolved and you wish to pursue an appeal of the instructor's decision, you must complete and send the Academic Appeal form to the Office of the Chief Academic Officer which will forward your appeal to the Academic Appeals Committee which will

review your case and make a decision. The Academic Appeals Committee consists of faculty and one or more administrators.

Step 3: If you disagree with the Academic Appeals Committee's decision, you must send a written letter of appeal to the Office of the Chief Academic Officer within 10 days of the Committee's decision. The Office of the Chief Academic Officer will review the material presented and make a final ruling.

Problem Resolution and Grievance Procedures

Many questions or concerns that you may have can be resolved simply through discussion. In seeking a resolution, you should observe the steps below for your academic site type.

Retaliation against any student using this complaint process is strictly prohibited. A complaint of retaliation will promptly be investigated, will constitute separate charges, and will be handled in the same manner as discrimination and other grievance complaints.

Online

- Step 1: Discuss your issue with the appropriate instructor, staff member, or administrative manager.
- Step 2: If you are not satisfied with outcome of the discussion, you can request your complaint be filed with an ombudsperson, dean, or designated resolution person.
- Step 3: If you remain unsatisfied or the complaint remains unresolved, you can file a grievance with the University's Office of Student Relations. Grievance forms may be obtained from an ombudsperson, dean, or designated resolution person and emailed to the following email address: studentrelations@purdueglobal.edu.

Note: If you file a complaint through an outside agency or with a University executive, your complaint will be directed to the Office of Student Relations. External agencies generally expect you to have exhausted Purdue Global's complaint resolution process first. If your complaint is the subject of a formal external inquiry or legal action, the application of steps 1 through 3 of Purdue Global's grievance/appeal process will be suspended until the external inquiry or action is completed.

Purdue Global will maintain records of all complaints and their resolutions for a period of no less than 3 years.

Onsite

- Step 1: Communicate with the appropriate instructor, staff member, or administrative manager.
- Step 2: Communicate with the Program Coordinator/Department Chair.
- Step 3: Unresolved concerns may be brought to the attention of the University's Office of Student Relations by filing a grievance. You may obtain a grievance form from your Student Advisor. The completed form is then submitted to the Student Relations Department at the following email address: studentrelations@purdueglobal.edu.

Office of Student Relations

Student Relations will serve as an impartial representative of Purdue Global that is not directly involved in the issues of the complaint. A Student Relations representative will investigate the complaint and assist

in the response to the complainant. Student Relations will make every effort to complete investigations and provide responses to the complaint within 5 business days of the date it receives and assigns the complaint, or Student Relations will contact the complainant to report the status of the investigation.

State-Specific Procedures

Arizona Residents

If the complaint cannot be resolved after exhausting Purdue Global's grievance procedures, you may file a complaint with the Arizona State Board for Private Postsecondary Education. You must contact the State Board for further details. The State Board's address is:

1400 West Washington Street, Room 260
Phoenix, AZ 85007
Tel: 602.542.5709
Website: www.ppse.arizona.gov (<http://www.ppse.arizona.gov>)

Florida Residents

If the complaint cannot be resolved after exhausting Purdue Global's grievance procedures, you may file a complaint with the Florida Commission for Independent Education. The Commission may be contacted at the below address or telephone number:

Commission for Independent Education
Florida Department of Education
325 West Gaines Street
Suite 1414
Tallahassee, FL 32399-0400
888.224.6684

Georgia Residents

The Georgia Nonpublic Postsecondary Education Commission (NPEC) posts a complaint process on its website, www.gnpec.org (<http://www.gnpec.org>). This website contains information about the complaint process and includes instructions for filing a formal complaint. According to the website, you may file a verified complaint with NPEC after going through the complaint process published by the institution.

Indiana Residents

Student Complaint Information
Student Complaint Information - Indiana SARA Portal Agency (<https://secure.in.gov/che/2744.htm>)
(317) 464-4400

Kansas Residents

The Kansas Board of Regents (KBOR) posts a complaint process and form on its website at www.kansasregents.org/academic_affairs/private_out_of_state/complaint_process (http://www.kansasregents.org/academic_affairs/private_out_of_state/complaint_process). The website contains information about KBOR's complaint process with instructions for filing a complaint. To initiate a complaint against a school regulated by KBOR, you must complete KBOR's form and mail or fax it to:

Kansas Board of Regents
Private Postsecondary Education Division
1000 SW Jackson Street, Suite 520
Topeka, KS 66612-1368
Fax: 888.975.8313

If you have questions or concerns, call 785.296.1529 or email dgarretson@ksbor.org.

Maryland Residents

This institution is subject to investigation of complaints by the Office of the Attorney General of the Maryland Higher Education Commission.

Maryland Attorney General
Consumer Protection Division
200 St. Paul Street
Baltimore, MD 21202
Tel: 410.528.8662, 888.743.0823 (Toll Free)

Missouri Residents

The Missouri Department of Higher Education (MDHE) serves as a clearinghouse for postsecondary student complaints. The MDHE complaint policy can be found at dhe.mo.gov/documents/POLICYONCOMPLAINTRESOLUTION-reviseddraft.pdf (<http://dhe.mo.gov/documents/POLICYONCOMPLAINTRESOLUTION-reviseddraft.pdf>).

This web page contains information about the complaint process and includes instructions for how to file a formal complaint. Note that if you wish to file a complaint with the Department, the policy states that you must first exhaust all formal and informal avenues provided by the institution to resolve disputes.

Nebraska Residents

If the complaint cannot be resolved after exhausting Purdue Global's grievance procedures, the State of Nebraska's Coordinating Commission for Postsecondary Education provides a formal process by which you may have your complaint investigated. Details of this process may be found at: ccpe.nebraska.gov/student-complaints-against-postsecondary-institutions (<https://ccpe.nebraska.gov/student-complaints-against-postsecondary-institutions>). The State of Nebraska's Coordinating Commission for Postsecondary Education may be contacted at:

Nebraska's Coordinating Commission for Postsecondary Education
ATTN: Complaints
P.O. Box 95005
Lincoln, NE 68509-5005
Tel: 402.471.2886

New Mexico Residents

If your complaint cannot be resolved after exhausting Purdue Global's grievance procedures, you may file a complaint in writing with the New Mexico Higher Education Department (NMHED). You must file a complaint with NMHED within 3 years of your last date of enrollment. You may obtain the required forms and information to file the complaint at: hed.state.nm.us/students/ (<http://hed.state.nm.us/students/>). The contact information for NMHED is:

New Mexico Higher Education Department
2048 Galisteo Street
Santa Fe, NM 87505-2100
Tel: 505.476.8400

Tennessee Residents

Any grievances not resolved at the institutional level may be forwarded to the Tennessee Higher Education Commission:

404 James Robertson Parkway
Suite 1900

Nashville, TN 37243-0830
Tel: 615.741.5293

Texas Residents

For students in degree programs, if the grievance cannot be resolved, students may contact:

The Texas Higher Education Coordinating Board
Office of General Counsel
P.O. Box 12788
Austin, Texas
Email: StudentComplaints@thehb.state.tx.us
Website: www1.thehb.state.tx.us/WWW/comments/ (<https://www1.thehb.state.tx.us/WWW/comments/>)

Wisconsin Residents

Any questions or concerns about Purdue Global that have not been satisfactorily answered or resolved by the University should be directed to the Wisconsin Educational Approval Program. Their address is:

Educational Approval Program - Department of Safety and Professional Services
1400 East Washington Avenue
Madison, WI 53703
Phone: 608.266.1996
Fax: 608.264.8477
Email: DSPSEAP@wisconsin.gov
Website: <https://dps.wi.gov/Pages/Programs/EducationalApproval/Default.aspx>

Residents of All Other States

A complete list of state agencies to which you may direct questions, concerns, or complaints is provided as a supplement to the Catalog.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords eligible students and their parents certain rights with respect to their education records, including those stated below. The rights afforded to, and consent required of, parents under this Act transfer from the parents to the student once the student becomes eligible.

1. Online student records are maintained for a minimum of 6 years from the end of the award year aid was last awarded or award year you last attended. Onsite student records are retained for a minimum of 5 years from the end of the award year aid was last awarded or award year you last attended. Academic transcripts are maintained indefinitely.
2. You have the right to inspect and review your education records during normal school hours with an appointment within 45 days of the day the Office of the Registrar receives a written, dated request for access. You are not permitted to inspect or review confidential student guidance notes maintained by the University, nor financial records, including any information those records contain, of your parents or guardians.
3. You have the right to request the amendment of education records that you believe are inaccurate, misleading, or a violation of privacy. To request amendment of an education record, submit a written, dated request to the Office of the Registrar, clearly identify the part of the record you want changed, and specify why it is inaccurate,

misleading, or a violation of privacy. If the University decides not to amend the record, you will be notified of the decision and your right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided when you are notified of the right to a hearing.

4. You have the right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without prior consent from the parents or the eligible student, as applicable. The University may neither release nor disclose personally identifiable information contained in your education records to outside employers, agencies, or individuals without first securing a written release from you or your parent, as applicable, unless permitted by the Act. For more information about authorizing a chosen third party to access your education records, please contact your Student Advisor. One exception to the above student record release policy permits disclosure without consent to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position, including law enforcement unit personnel and health staff, or a person or company with whom the University is affiliated or has contracted such as an attorney, auditor, or collection agent. The University can designate approved third parties as school officials. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill a professional responsibility. Upon request, the University discloses educational records without consent to officials of another school in which a student seeks or intends to enroll.
5. You have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Directory Information Public Notice

You have the ability to enter or restrict the listing of personal directory information through an online user interface. Upon withdrawal from the University, student directory information will be removed, and upon graduation from the University, student directory information will become eligible for inclusion in an alumni directory.

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) (p. 34), Purdue Global maintains an online directory for the University community. Upon the first day of attendance at the University, your profile listing, including your name and user name, become available to the University community (students, faculty, and administrators). The online directory may also include information commonly referred to as "directory information." The University designates the following categories of student information as directory information:

- Name
- Address
- Telephone number
- Email address
- Photographic representations of students

- Field of study
- Grade level
- Enrollment status
- Dates of attendance at the University
- Degrees, honors, and awards received
- Participation in officially recognized activities

The University does not accept responsibility for information published by users in the directory and reserves the right to delete or modify information posted to the directory that is abusive, inflammatory, defamatory, infringing of intellectual property, or otherwise inappropriate in an academic environment. If you improperly use the directory or any information it contains, you may be subject to disciplinary action.

Additionally, the University may release directory information to third parties without your prior consent. Directory information may be disclosed by the University at its discretion for any purpose including, but not limited to, requests from law enforcement agencies and degree verification requests from prospective employers.

If currently enrolled, you may choose to withhold disclosure of your directory information by obtaining the Directory Information Withholding Request Form from the Office of Student Support, completing the form, and returning it to the Office of the Registrar. The University will honor your request to withhold directory information; however, cannot assume responsibility for subsequently contacting you for permission to release information to prospective employers, relatives, or other persons. The absence of a specific request to withhold your directory information indicates your approval for disclosure. Additionally, your request to withhold directory information will not affect previous disclosures made by the University prior to receipt of the request.

University Services

Purdue Global offers students the services noted below.

Career Services

Career Services is a student-focused provider of career assistance and is available to degree-seeking students currently enrolled and to eligible graduates. You have access to additional resources online 24 hours a day, and experienced Career Services staff will collaborate with you to create and implement career plans by providing support and advice.

Recognizing that career development is an ongoing, lifelong process, the Career Services team strives to help you understand the importance of self-assessment, occupational exploration, decision making, goal setting, networking, the job search, and developing productive connections in the workplace. Career Services offers a collaborative link between students, faculty, and prospective employers within the global employment community. Career Services fosters a welcoming, accessible environment where diversity is celebrated and the uniqueness of each individual is valued and respected.

The Career Services staff will assist in your job search. Many students choose to work on a part-time basis during their training to help with their education costs. If you require assistance in securing part-time employment while attending classes, Career Services will make reasonable efforts to assist in your search. Additional services include assistance with job search planning, resume and cover letter review, interview preparation, decision making, job offer negotiations, and various other job search and career-related issues.

Career services offered by the University are not an obligation or guarantee of employment. Although the University will assist you, finding a job is ultimately your responsibility. The University does not guarantee that you will be placed in any particular job, or at all. Some jobs may require additional training or certification.

No employee of the University is authorized to guarantee that a graduate will earn any specific amount. Your program of study, employer needs, current economic conditions, and other factors may affect wage levels.

Guidance Services

You may experience educational, personal, or financial problems during your enrollment. Purdue Global offers support services to students, as necessary, to assist them in meeting their educational goals. If you require other types of professional assistance, the University will refer counselors or agencies you may contact.

Student Activities and Interaction

Student interaction is considered to be an important component of the academic experience at Purdue Global. Class assignments include group work and cooperative learning activities. You are encouraged to contact your instructors or Student Advisor if you wish to join study or special interest groups.

Purdue Global offers a wide range of activities and organizations in which degree-seeking students can participate. Clubs and activities reflect students' interests.

Onsite Information

Information relevant to onsite students is noted below.

Crime Awareness and Campus Security

In keeping with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, Purdue Global makes available to all current and prospective students and employees, upon request, the University's policies and procedures for maintaining campus security. This information provides details of measures for preventing crime, instructions for reporting crimes or suspected crimes, and a record of crimes that have occurred on each Purdue Global campus.

Prior to enrolling, you may contact the University's Admissions Office to request a copy of the Crime Awareness and Campus Security Policies and Procedures, including crime statistics.

Drug and Alcohol Abuse Awareness and Prevention

In compliance with the Drug-Free Workplace Act of 1988 (Public Law 101-690) and the Drug-Free Schools and Communities Act Amendments (Public Law 101-266), Purdue Global provides you with a Drug-Free Schools and Workplaces information package during the matriculation process. This includes descriptions of the legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illegal drugs and alcohol; a description of health risks associated with the use of illegal drugs and the abuse of alcohol; and a list of any available drug and alcohol counseling, treatment, and rehabilitation programs.

Personal Property

Purdue Global assumes no responsibility for loss or damage to your personal property or vehicle, including the contents of your vehicle.

Student Health Services

Purdue Global does not provide health services for students. In the event of a student medical emergency, an alerted staff member will dial 911 for medical services. If you require nonemergency medical care, you will be given information about medical services or agencies that you may contact. Any costs incurred for medical services will be your responsibility.

Academic Information

In this section, you can find information on the academic calendar, program changes, obtaining a transcript or certification of enrollment, and transferring Purdue Global credits. The University's definition of a unit of credit and the attendance policy are also featured.

Academic Calendar

Select a calendar below to review important dates.

- A Track (<http://www.purdueglobal.edu/Academic-Calendar-A.pdf>), B Track (<http://www.purdueglobal.edu/Academic-Calendar-B.pdf>), and C Track (<http://www.purdueglobal.edu/Academic-Calendar-C.pdf>)

Academic Calendars for:

- Undergraduate Programs
 - Graduate Health Sciences and Nursing Programs
 - Master of Public Administration
 - Master of Science in Educational Psychology
 - Master of Science in Environmental Policy
 - Master of Science in Human Services
 - Master of Science in Legal Studies
 - Master of Science in Psychology
 - Graduate Certificates in Addictions and Industrial/Organizational Psychology
 - Postgraduate Certificate in Applied Behavior Analysis
- D Track (<http://www.purdueglobal.edu/Academic-Calendar-D.pdf>)
- Academic Calendar for:
- Master of Arts in Teaching
 - Master of Science in Criminal Justice
 - Master of Science in Education
 - Master of Science in Homeland Security and Emergency Management
 - Master of Science in Higher Education
 - Master of Science in Instructional Design and Technology
 - Graduate Business and Information Technology Programs
- Dental Assistant Program Academic Calendar (http://www.purdueglobal.edu/dental_calendar.pdf)

If you elect certain concentrations, you may need to move to an alternate academic calendar track in order to complete the courses required. When this occurs, you may experience a delay of 2 weeks or more between the end of the term and the beginning of the next available term in the alternate calendar track.

Unless otherwise specified, all policies apply to the full term published, not the 5-week child terms within.

Course Numbering System

Course Range	Course Level
000-099	Developmental Courses—No Credit Awarded
100-299	Undergraduate Lower-Division Courses
300-499	Undergraduate Upper-Division Courses

500-699

Graduate Courses

700 and above

Postgraduate Courses

Definition of a Unit of Credit

Purdue Global defines a credit hour in two ways:

1. As the reasonable equivalent of one hour of documented in-class activity (face-to-face classroom instruction and/or academically engaged activity in a virtual classroom) and two hours of documented out-of-class activity, combined to total three hours per week for ten weeks for one quarter hour of credit, including:
 - a. Academically engaged and documented activity in a virtual classroom includes, but is not limited to, such examples as time spent in: seminars, discussion threads, exams/quizzes, and interactive simulations/exercises.
 - b. Out-of-class documented activity includes, but is not limited to, such examples as time spent in: reading course-related material, writing, research, team work, study time, field trips, and tutoring.
2. As a measure that Purdue Global determines to be the reasonable equivalent to a credit hour of student work, as defined above, including such instances of awarding credit that includes, but is not limited to, the assessment of prior learning with proficiency shown via such examples as:
 - a. CLEP or DANTES exam performance
 - b. Evaluated programs of noncollegiate instruction such as ACE-recognized credit
 - c. Experiential portfolio proficiency assessment
 - d. Course assessments

Not applicable to Concord Law School. See the Concord Law School (p. 441) section for Concord-specific credit hour definitions.

Program Changes

You may request to change your program of study (between most programs) by working with your Student Advisor.

Changing your program can substantially impact your financial aid eligibility and additional charges may be assessed.

All coursework from previous programs that is accepted toward the new program will be used in calculating satisfactory academic progress.

To initiate the change of program process, speak to your Student Advisor. He or she will advise you on the process as well as how to submit any documents required by the desired program of study. The Dean of the program will make the final determination of acceptance to the program.

Transferring into or out of an ExcelTrack program will require making a petition to the Dean and, like any program change, could result in changes to transfer credit award and graduation date, and some repetition of coursework. You are limited to a one-time transfer into or out of an ExcelTrack program.

Undergraduate

You must have at least a 2.0 CGPA and meet the admissions requirements of the desired program of study. If your CGPA is below 2.0, but your GPA in all nonmajor courses is at least a 2.0, you may change academic programs with the permission of the Dean of the desired program.

Graduate

You must have at least a 3.0 CGPA and meet the admissions requirements of the desired program of study.

Transcripts, Certifications, and Transfer of Purdue Global Credits

Transcripts and Certifications

Diplomas

You should receive your diploma approximately 6 weeks after the end of your final term, provided all academic requirements and financial obligations have been met. If you would like a duplicate or replacement diploma, simply contact the Office of the Registrar. A replacement fee may apply.

Transcripts

You may obtain an official transcript of your academic records from the Office of the Registrar.

To obtain a transcript, you must submit an electronic transcript request (online/onsite) or a Transcript Request Form for walk-in requests (onsite) along with the appropriate payment. There is no charge for unofficial transcripts.

View the Transcript Key Supplement (https://catalog.purdueglobal.edu/policy-information/academic-information/transcripts-certifications-transfer-credits/Transcript_Key_Supplement_PG_ADA.pdf).

Certifications of Enrollment

You may obtain certification of your enrollment by submitting a request to the Office of the Registrar. Deferment or forbearance forms may also be submitted for certification, as needed. There is no charge associated with a certification.

Transfer of Purdue Global Credits to Other Schools

While Purdue Global credits are widely transferrable, it is at the sole discretion of a receiving institution to accept credits earned for transfer. The University cannot guarantee the transferability of any credits to other institutions.

Tennessee residents should refer to their state-specific Enrollment Agreement.

Academic Standards

In this section, you can find information on academic grades and marks, honors and awards, and satisfactory academic progress.

Academic Grades and Marks

Academic Grades

Undergraduate Courses

Grade	Points	Definition
A	4.0	Superior
A-	3.7	Superior
B+	3.3	Above Average
B	3.0	Above Average
B-	2.7	Above Average
C+	2.3	Average
C	2.0	Average
C-	1.7	Average
D+	1.3	Below Average
D	1.0	Below Average
F	0.0	Failure

School of Nursing Undergraduate Programs

Grade	Numeric	Points	Definition
A	93-100	4.0	Superior
A-	90-92.99	3.7	Superior
B+	87-89.99	3.3	Above Average
B	83-86.99	3.0	Above Average
B-	80-82.99	2.7	Above Average
C+	77-79.99	2.3	Average
C	75-76.99	2.0	Average
F	74.99-0		Failure

ExcelTrack Programs

Grade	Points	Definition
A	4.0	Superior
B	3.0	Above Average
F	0.0	Failure

Graduate Courses

Grade	Points	Definition
A	4.0	Superior
B	3.0	Above Average
C	2.0	Average
F	0.0	Failure

Academic Marks

Academic marks, unlike academic grades, have no effect on your GPA, but might affect your academic standing by influencing your rate of completion calculation (p. 40).

Code	Description	Affects Credits Earned?	Affects Credits Attempted?
AC	Assessment Credit	Yes	Yes
CC	Credit by Examination	Yes	Yes
EC	Experiential Learning Credit	Yes	Yes
I	Incomplete	No	Yes
NR	Not Required	No	No
P	Pass	Yes	Yes
S	Satisfactory ¹	No	No
TC	Transfer Credit	Yes	Yes
U	Unsatisfactory ¹	No	No
W	Withdrawal	No	Yes
MW	Military Withdrawal	No	No

¹ Only applicable to noncredit-bearing courses

Definitions

Assessment Credit

"AC" denotes a successful attempt at a Purdue Global course/module assessment. Credits marked with "AC" contribute to Purdue Global residency requirements.

Credit by Examination

You receive a grade of "CC" when you are granted credit for an externally administered examination such as CLEP or DANTEs. Other credit by examination approved by the University may also be represented by this grade.

Experiential Learning Credit

You receive a grade of "EC" when you are granted credit for an internally reviewed Experiential Learning Portfolio, military training, or reviewed professional learning.

Incomplete

You receive a temporary grade of "I" when you are granted an incomplete to allow for additional time to submit coursework beyond the end of a term. This grade has no impact on your cumulative GPA until a final grade is assigned. Your "I" grade will be converted to a final grade when your instructor submits a grade change request on or before the incomplete deadline, as defined in the Academic Calendar.

Incomplete grades are not available for courses or modules delivered on a 5-week schedule.

Not Required

You may receive an "NR" if you are not obligated to enroll in a course to complete your degree requirements.

Pass, Satisfactory, or Unsatisfactory

Designated courses are graded on a pass/fail grading scale, as indicated in the course descriptions. A passing grade will be awarded for any numeric grade corresponding to a passing grade in the standard grade scale, unless otherwise noted in the course syllabus.

Transfer Credit

You receive a grade of “TC” when postsecondary coursework you completed at another institution is applied to your enrolled program at Purdue Global.

Withdrawal

You receive a “W” if you withdraw from a course or are administratively withdrawn from a course before the final 28 days of classes of a 10-week course or the final 21 days of a 6-week course.

Military Withdrawal

You may be eligible to receive an “MW” when you are granted a midterm military leave of absence with approved supporting military documentation.

Honors and Awards

Undergraduate Term Honors

You may receive term honors if, in a given term, you completed at least 10 quarter credit hours and earned a GPA of 3.70 to 3.99 (Dean’s List) or 4.0 (Chancellor’s List) in an associate’s or bachelor’s degree program.

Undergraduate Degree Honors

Degree honors will be awarded if you graduate from either an associate’s or bachelor’s degree program with a qualifying CGPA:

- Summa Cum Laude: 4.0
- Magna Cum Laude: 3.80 to 3.99
- Cum Laude: 3.70 to 3.79

This honor will be included on your diploma and your transcript.

Satisfactory Academic Progress Standards

You will be evaluated at the end of every term for satisfactory academic progress according to both a qualitative and quantitative standard.

Maximum Time Frame

If you are enrolled in an undergraduate program, you may not attempt more than 150 percent of the published program length, as measured in credit hours. For example, if a program requires successful completion of 90 credit hours, you may not attempt more than 135 credits (90 x 1.5). Credit awarded for prior learning will affect the maximum time frame (see below).

If you are enrolled in a graduate program, you must complete the program in a 200 percent time frame. Additionally, you must complete the degree program no later than 7 years after completing the first class.

You will be immediately dismissed if the Office of the Registrar determines that it is ultimately impossible for you to complete all program requirements within the maximum time frame.

Evaluation Schedule

As a degree-seeking student, you will be evaluated at the end of every term for satisfactory academic progress according to both a qualitative and quantitative standard. Terms are equal to payment periods for financial aid purposes. The qualitative standard is defined as a minimum

cumulative grade point average (CGPA) equal to the CGPA required for graduation. The quantitative standard is calculated by dividing the cumulative number of credits you have successfully completed by the cumulative number of credits you have attempted and is expressed as a percentage.

Degree	Minimum CGPA	Minimum Pace of Completion
Undergraduate	2.0	66.6%
Associate’s/Bachelor’s- Level Nursing	2.5	66.6%
Graduate	3.0	50.0%

If you do not meet the satisfactory academic progress standards, you could lose your eligibility for federal financial aid. Financial aid recipients should refer to the Academic Eligibility for Financial Aid (p. 42) section.

Academic Probation and Dismissal

Academic Probation

If you do not meet all satisfactory academic progress standards at the end of any given term, you will be placed on academic probation and notified of the status change. In addition, you are strongly encouraged to consult with your Student Advisor and employ resources to regain good academic standing.

At the end of the probation term, unless you have an approved satisfactory academic progress appeal on file, you will be dismissed from the University if you are unable to regain good academic standing by meeting all satisfactory academic progress standards.

Satisfactory Academic Progress Appeals

The University may determine you are making academic progress, even if you do not meet the satisfactory academic progress standards, if the University determines that your failure to meet those standards was due to unforeseeable, extenuating circumstances, including the death of a relative, illness, or injury, or other special circumstances.

If you are placed on academic probation, you may submit an appeal to be placed on final academic probation (see below). The written appeal should explain the extenuating circumstances that caused your inability to meet the satisfactory academic progress standards and explain the corrective actions you have taken to ensure academic success if the appeal is granted. You may begin the appeal process during the period of academic probation and are encouraged to include supporting documentation that could have a bearing on the University’s decision.

Satisfactory academic progress appeals will be reviewed by the Academic Dean’s Office, and you will be notified of the decision.

Final Academic Probation

If you do not meet the satisfactory academic progress standards at the end of the probation term, but are able to meet the minimum graduation requirements within the maximum time frame and have an approved satisfactory academic progress appeal on file, you will be placed on final academic probation. You will be notified of the status change if you are placed on final academic probation.

The University will make a determination to place you on final academic probation for a payment period or create a customized academic plan that will define the academic standards you must meet in order to comply

with the satisfactory academic progress standards by a specific point in time.

Academic Dismissal

You will be academically dismissed from the University if:

- You are placed on academic probation and are not approved to continue through the satisfactory academic progress appeals process, and/or
- You are placed on final probation and either do not make satisfactory academic progress by the end of the term or do not meet the terms of your academic plan.

If you do not earn a cumulative GPA of 1.0 or higher at the end of your first term of enrollment with the University, you will be subject to immediate dismissal.

Grades Affecting Academic Progress

All credit hours attempted toward your current program of study will be considered when evaluating academic progress. Course withdrawals and repeated courses will be considered credit attempts for which no credit is earned. If an incomplete grade is granted, the course will be considered a credit attempt for which no credit is earned until a final grade is assigned. Remedial courses and military withdrawals will not affect satisfactory academic progress.

Any credits awarded for prior learning ("TC," "CC," and "EC") will be included in the pace of completion and maximum time frame calculations as both credits earned and credits attempted. If you are reentering or changing to a different program, only courses applicable to the new program will be considered when assessing academic progress.

Financial Information

In this section, you can find information on academic eligibility for financial aid, financial aid services, and scholarships. The University's definition of an academic year and the refund policy are also featured.

Purdue Global offers different tuition rates for Indiana residents, military-related students, and certain employees of preselected corporations, institutions, and organizations engaged in an educational alliance. To view tuition and fee information, visit www.purdueglobal.edu/paying-school/tuition-fees.aspx (<http://www.purdueglobal.edu/paying-school/tuition-fees.aspx>). If you have a question about tuition rates, please contact your Student Advisor.

Enrollment Status and Definition of an Academic Year

Your enrollment status can impact financial aid eligibility.

The U.S. Department of Veterans Affairs may have different definitions for full-time and part-time status. You should consult the University's Certifying Official if you are receiving veterans benefits.

Undergraduate

An academic year consists of three terms of instruction, during which a full-time student will complete at least 36 credit hours. Thus, enrollment status is defined as:

- Full-time: 12 credit hours per term
- Three-quarter-time: 9 credit hours per term
- Half-time: 6 credit hours per term

Graduate, Standard Programs (10-week schedules)

An academic year consists of 30 weeks, during which a full-time student will complete 24 credit hours. Thus, enrollment status is defined as:

- Full-time: 8 credit hours per term
- Three-quarter-time: 6 credit hours per term
- Half-time: 4 credit hours per term

Graduate, Nonstandard Programs (6-week schedules)

An academic year consists of 30 weeks, during which a student will complete 20 credit hours. Thus, enrollment status is defined as:

- Full-time: 4 credit hours per term
- Three-quarter-time: 3 credit hours per term
- Half-time: 2 credit hours per term

Academic Eligibility for Financial Aid

To remain eligible for federal financial aid, you are required to maintain satisfactory academic progress (p. 40) toward completion of your program.

Financial Aid Warning

If you are placed on academic probation, you will also be given a financial aid warning. You will have one payment period (one academic term) to regain good academic standing by meeting all satisfactory academic progress standards or you will lose academic eligibility for federal funding.

The University may restore your academic eligibility for financial aid, even if you do not meet the satisfactory academic progress standards, if the University determines that your failure to meet those standards was due to unforeseeable, extenuating circumstances, including the death of a relative, illness, or injury, or other special circumstances.

If you receive a financial aid warning, and have experienced extenuating circumstances, you should file a satisfactory academic progress appeal before the end of the payment period/term to be considered for financial aid probation and to avoid disruption to your enrollment.

Financial Aid Probation

After receiving a financial aid warning, you may submit an appeal to be placed on financial aid probation. The written appeal should explain the extenuating circumstances that caused the inability to meet the satisfactory academic progress standards and explain the corrective actions that have been taken to ensure academic success if the appeal is granted. You may begin the appeal process during the financial aid warning period and are encouraged to include supporting documentation that could have a bearing on the University's decision. You will be notified in writing of the outcome of the appeal review.

When you are placed on financial aid probation, you may also receive an academic plan. The academic plan identifies the academic standards you must meet each term in order to comply with the satisfactory academic progress standards.

When you are placed on financial aid probation, you will be denied eligibility for financial aid and academically dismissed from the University at the end of the payment period, unless you make satisfactory academic progress or the University determines that you have met the terms of your academic plan.

Financial Aid Services

Prior to enrolling at Purdue Global, you are encouraged to explore all options available for financing your education including employer or military tuition assistance or reimbursement, veterans benefits, and financial aid funding through state and federal agencies. Financial aid information and application assistance is provided by the Financial Aid Office to help you understand your options.

If you receive loans to pay for your course of instruction, it is your responsibility to repay the full amount of the loan, plus interest, less the amount of any funds returned to the source. Defaulting on loans guaranteed or reinsured by the state or federal government could result in damage to credit ratings, loss of eligibility for future student loans and other forms of financial aid, loss of deferment and monthly payment options, withholding of state and federal income tax refunds, initiation of court action, and garnishment of wages.

Additional information on eligibility requirements, alternate financing, amounts available, interest rates, scholarships, and repayment schedules is available from the Financial Aid Office.

You may be eligible for third-party funding sources from outside agencies and are encouraged to seek out such funding and familiarize yourself with the policies of such agencies. Although the University will assist you in completing the necessary forms and will provide any required information to the agency, it is ultimately your responsibility to ensure the agency's requirements are met.

Some alternative loans are only available to pay any direct tuition charges that are not covered by federal, state, or institutional funding. You are encouraged to take advantage of federal Title IV funding before applying to alternative loan programs. You and, when applicable, your parents have the right and ability to choose any lender you wish, and the University does not require that any loans be obtained from any particular lender or source.

The University is approved for the below loans and grants.

Federal Grants (Undergraduate Only)

- Federal Pell Grant Program
- Federal Supplemental Educational Opportunity Grant Program

State Grants (Undergraduate Only)

- Florida Scholarship for Children and Spouses of Deceased or Disabled Veterans and Servicemembers (Florida residents)
- Florida Bright Futures Scholarship Program (Florida residents)
- Florida Post-Secondary Student Assistance Grant (Florida residents)
- Florida Jose Marti Scholarship Challenge Grant Fund (Florida residents)
- State of Iowa Scholarship Program (Iowa residents)
- Vermont State Grant (Vermont residents)

Loans (Available to All Students, Subject to Eligibility Requirements)

- Subsidized Federal Stafford Loan (Undergraduate Only)
- Unsubsidized Federal Stafford Loan
- Federal PLUS Loan
- Alternative Loans

Work Study (Undergraduate Only)

- Federal Work Study Program
- State Work Study Program

Other Agencies or Programs (Undergraduate and Graduate)

- Promise Jobs
- Veterans Administration Benefits
- Workforce Investment Act¹
- Division of Vocational Rehabilitation
- Defense Activity for Non-Traditional Education Support (DANTES)
- Canadian financial assistance may be available to those who qualify

¹ The University may be eligible to be an approved training provider for Workforce Investment Act (WIA) student aid. You must contact your local WIA One-Stop Centers or your Local Workforce Investment Board to determine training program eligibility.

Refund Policy

The following individuals shall be entitled to a refund of all monies paid, with the exception of the nonrefundable application fee:

- Applicants who are dismissed as a result of failing to meet the minimum entrance assessment score; or
- Undergraduate students who choose to withdraw by the end of week 3 of the first term (within the Purdue Global trial period). See First-Term Responsibilities (p. 20).

Dropping Courses

Provided you remain enrolled in your program, you may drop a course prior to or during the first 7 calendar days of the course without any financial obligation. If you drop a course beyond the first 7 calendar days, you will incur 100 percent financial responsibility for the course. If you are enrolled in an ExcelTrack program, dropping a course beyond the first 7 calendar days is not permitted.

Notice to Students

Return of Title IV Financial Aid

If you withdraw or are dismissed from the University up through the 60 percent point in any payment period and received federal financial aid in the form of grants or loan funds, federal law requires that the University, and in some cases you, the student, return funds you did not earn to the U.S. Department of Education. In these situations, federal Title IV financial aid must be recalculated. Recalculation is based on the percentage of earned aid using the following Federal Return of Title IV Funds formula:

1. To determine the percentage of the payment period or term completed, the number of days completed up to the last date of academic attendance is divided by the total days in the payment period or term. (Any break of 5 days or more is not counted as part of the days in the term.) This percentage is also the amount of Title IV financial aid earned.
2. To determine the amount of aid to be returned, subtract the percentage of aid earned from 100 percent of the aid that could be disbursed and multiply it by the total amount of aid that could have been disbursed during the payment period or term as of the date you withdrew. Funds are returned to the appropriate federal program based on the percentage of unearned aid using the following formula: After the 60 percent point in the payment period, you will have earned 100 percent of the federal financial aid funds already disbursed to you. This calculation concerning federal financial aid is separate and distinct from the institutional refund policy, and may result in you owing additional funds to the University to cover tuition charges previously paid by federal financial aid prior to your withdrawal.
3. If you earned less aid than was disbursed, the institution would be required to return a portion of the funds and you are required to return a portion of the funds. Keep in mind that when Title IV funds are returned, you, the student borrower, may owe a debt balance to the institution. If you earned more aid than was disbursed to you, the institution would owe you a post-withdrawal disbursement, which must be paid within 180 days of your withdrawal.
4. If you plan to withdraw from the University, you should contact the Financial Aid or Business Office to determine the amount of funds that must be returned on your behalf, if applicable. All refunds due will be made within 45 days of your effective withdrawal date. The

last date of actual attendance is used in calculating any refund amount.

Refunds are allocated in the following order:

1. Unsubsidized Federal Stafford Loan
2. Subsidized Federal Stafford Loan
3. Federal Perkins Loan
4. Federal Parent (FPLUS) Loan
5. Federal Pell Grant
6. Federal Supplemental Educational Opportunity Grant
7. Other Title IV assistance
8. Other state funds (unless otherwise mandated by the state)
9. Private and institutional aid
10. Student

Return of Unearned Tuition Assistance

Military Tuition Assistance (TA) is awarded under the assumption that you will attend school for the entire period for which the assistance is awarded.

If you withdraw or are dismissed, you may no longer be eligible for the full amount of TA funds originally awarded. The University will return any unearned TA funds on a proportional basis through at least the 60 percent point of the period for which the funds were provided, with unearned funds returned based upon your last date of attendance (LDA).

If you stop attending due to a military service obligation, and notify the University of that obligation, the University will work with you to identify solutions that will not result in a debt balance for the returned portion.

Calculation

When you officially withdraw or are dismissed from a course, the LDA will be used as the date of withdrawal.

Failure to start a course or attend a course for 21 consecutive calendar days (not including breaks; 14 calendar days for 6-week terms) is considered an "unofficial" withdrawal. In this case, the University will determine the LDA by reviewing the last date of activity within a course:

For online courses, the LDA is the last date a student made a contribution to the class or submitted an assignment. For onsite courses, the University will reach out to the professor to determine the LDA.

Once LDA has been determined, the University will recalculate your TA eligibility based on days attended in accordance with the Military Students Using Tuition Assistance Refund Chart.

Return of Funds

Determining eligibility for TA is course specific. The start and end dates will be used for each course to determine eligibility. Using the Military Students Using Tuition Assistance Refund Chart below, the University will be required to return some or all of the TA awarded to you if you did not complete at least 60 percent of each course, possibly creating a debt balance on your Purdue Global ledger.

Withdrawal After Commencement of Classes

The effective withdrawal date shall be the date on which any of the following occur:

1. The date you notify the University of withdrawal or the date of withdrawal, whichever is earlier
2. The beginning date of any term in which you fail to start classes
3. The last date of attendance once you have accumulated any 21 consecutive calendar days of absences (not including breaks)
4. The last date of attendance prior to the date when the University terminates your enrollment
5. The date that you are scheduled to return from a leave of absence and fail to do so

All refunds due will be made within 45 days of your effective withdrawal date. The last date of attendance is used in calculating any refund amount.

Note: if you are participating in the Purdue Global Commitment and elect to continue beyond the first 3 weeks, you are responsible for the full tuition amount for that term.

Tuition Refund Chart

If you have completed the Purdue Global Commitment period or are a continuing student, you are subject to the Purdue Global Refund Policy and the Tuition Refund Chart. International students should refer to their International Enrollment Agreement.

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first day through 10% of the term	90% Tuition ¹
After more than 10% and through 25% of the term	50% Tuition ¹
After more than 25% and through 50% of the term	25% Tuition ¹
After more than 50% and through 100% of the term	0% Tuition

¹ Less \$100 Administrative Fee

Indiana Residents Tuition Refund Chart

For all students attending an Indiana Purdue Global location or Indiana residents attending Purdue Global online the following refund policy shall apply:

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 6 calendar days of the first term (first-time students only)	100% Tuition
During the first day through 10% of the term	90% Tuition ¹
After more than 10% and through 25% of the term	75% Tuition ¹
After more than 25% and through 50% of the term	50% Tuition ¹
After more than 50% and through 60% of the term	40% Tuition ¹
After more than 60% and through 100% of the term	0% Tuition

¹ Less \$100 Administrative Fee

Iowa Residents Tuition Refund Chart

For all students attending an Iowa Purdue Global location or Iowa residents attending Purdue Global online the following refund policy shall apply:

Students Withdrawing	Refund
Prior to the first day of the term	100%
During the first 6 days of the term (first time students only)	100% Tuition

For the remainder of the term until completion, the tuition refund will be calculated as follows:

- Number of calendar days remaining in the term/number of calendar days in the term multiplied by the total tuition multiplied by 90%.
- A term is considered completed if a student receives a letter grade of "A" through "D" for any class and no tuition refund will be granted.
- No administrative fee will be charged to a student who withdraws from Purdue Global.

For Iowa Servicemembers and Their Spouses With Dependent Children

Any Purdue Global student residing in the state of Iowa who is a military servicemember (active duty, guard, or reservist) who gets deployed or mobilized, or is a spouse with a dependent child of a servicemember who gets deployed or mobilized, may request a full refund of tuition and fees for all classes attended in the term for which the deployment or mobilization occurred.

Maryland Residents Tuition Refund Chart

If you reside in the state of Maryland and withdraw or are terminated after completing only a portion of a course, program, or term within the applicable billing period, the institution shall pay a minimum refund as follows:

Proportion of Total Course, Program, or Term Completed as of Date of Withdrawal or Termination	Refund
Less than 10%	90% Tuition
10% up to but not including 20%	80% Tuition
20% up to but not including 30%	60% Tuition
30% up to but not including 40%	40% Tuition
40% up to but not including 60%	20% Tuition
60% through 100% of the term	0% Tuition

The refund due shall be based on the date of withdrawal or termination and paid within 60 days from the date of withdrawal or termination. You will not be charged the \$100 administrative fee if you withdraw from the University after completing 50 percent or more of any given term.

Florida Residents Tuition Refund Chart

If you reside in the state of Florida and withdraw or are terminated after completing only a portion of a course, program, or term within the applicable billing period, the institution shall pay a minimum refund as follows:

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 7 calendar days of each term	100% Tuition

After 7 calendar days and through 25% of the term	50% Tuition ¹
After more than 25% and through 50% of the term	25% Tuition ¹
After more than 50% and through 100% of the term	0% Tuition

¹ Less \$100 Administrative Fee.

Refunds shall be made within 30 days of the date of withdrawal or termination, not including the nonrefundable application fee or administrative fee.

Wisconsin Residents Tuition Refund Chart

For all students attending a Wisconsin Purdue Global location or Wisconsin residents attending Purdue Global online the following refund policy shall apply:

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 6 calendar days of the first term (first-time students only)	100% Tuition
During the first day through 10% of the term (continuing or restarting students)	90% Tuition ¹
After more than 10% and through 20% of the term	80% Tuition ¹
After more than 20% and through 30% of the term	70% Tuition ¹
After more than 30% and through 40% of the term	60% Tuition ¹
After more than 40% and through 50% of the term	50% Tuition ¹
After more than 50% and through 60% of the term	40% Tuition ¹
After more than 60% and through 100% of the term	0% Tuition

¹ Less \$100 Administrative Fee.

Military Students Using Tuition Assistance Refund Chart

If you are a military student using Tuition Assistance and withdraw or are dismissed after completing only a portion of a course, program, or term within the applicable billing period, the institution shall pay a minimum refund as follows:

10-Week Term Tracks – 70 Days

Days within the winter break are not counted toward the term period.

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 7 calendar days of the term	90% Tuition ¹
After more than 7 days and through day 14 of the term	80% Tuition ¹
After more than 14 days and through day 21 of the term	70% Tuition ¹

After more than 21 days and through day 28 of the term	60% Tuition ¹
After more than 28 days and through day 35 of the term	50% Tuition
After more than 35 days and through day 42 of the term	40% Tuition
After more than 42 days and through day 70 of the term	0% Tuition

¹ Less \$100 Administrative Fee.

6-Week Term Tracks – 42 Days

Days within the winter break are not counted toward the term period.

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 4 calendar days of the term	90% Tuition ¹
After more than 4 days and through day 8 of the term	80% Tuition ¹
After more than 8 days and through day 13 of the term	70% Tuition ¹
After more than 13 days and through day 17 of the term	60% Tuition ¹
After more than 17 days and through day 21 of the term	50% Tuition
After more than 21 days and through day 25 of the term	40% Tuition
After more than 25 days and through day 42 of the term	0% Tuition

¹ Less \$100 Administrative Fee.

Scholarships

Purdue Global awards scholarships and discounts for a variety of reasons, including, but not limited to, merit, military service, need, and to assist in the acceleration of an academic program. Scholarships and awards have specific requirements that must be met. Not all scholarships and awards are available on a continuous basis or at all locations, or in all programs/offering, and all are subject to changes in criteria and funding. Purdue Global also offers grants and scholarships to employees of preselected corporations, institutions, and organizations engaged in an educational alliance.

Online

Contact your Admissions Advisor for additional information on scholarships.

Students enrolled in ExcelTrack programs are not eligible for Purdue Global scholarships.

Onsite

Contact an onsite representative for a full listing of scholarships, awards, and discounts offered at each location.

PROGRAMS

Undergraduate

A

- Applied Behavior Analysis Postbaccalaureate Certificate (p. 200)
- Associate of Applied Science in Accounting (p. 77)
- Associate of Applied Science in Business Administration (p. 79)
- Associate of Applied Science in Criminal Justice (p. 186)
- Associate of Applied Science in Criminal Justice and Criminology (p. 187)
- Associate of Applied Science in Early Childhood Development (p. 189)
- Associate of Applied Science in Fire Science (p. 191)
- Associate of Applied Science in Health Information Technology (p. 105)
- Associate of Applied Science in Human Services (p. 192)
- Associate of Applied Science in Information Technology (p. 82)
- Associate of Applied Science in Legal Support and Services (p. 194)
- Associate of Applied Science in Medical Assisting (Iowa, Maine, Maryland, Nebraska) (p. 107)
- Associate of Applied Science in Medical Assisting (Online) (p. 109)
- Associate of Applied Science in Medical Office Management (p. 111)
- Associate of Applied Science in Paralegal Studies (p. 196)
- Associate of Applied Science in Public Safety and Security (p. 198)
- Associate of Applied Science in Small Group Management (p. 84)
- Associate of Science in Health Science (p. 113)
- Associate of Science in Nursing (Iowa and Nebraska) (p. 136)
- Autism Spectrum Disorders (ASDs) Postbaccalaureate Certificate (p. 202)

B

- Bachelor of Science in Accounting (p. 57)
- Bachelor of Science in Business Administration (p. 59)
- Bachelor of Science in Communication (p. 145)
- Bachelor of Science in Corrections (p. 147)
- Bachelor of Science in Criminal Justice (p. 149)
- Bachelor of Science in Cybersecurity (p. 65)
- Bachelor of Science in Early Childhood Administration (p. 151)
- Bachelor of Science in Early Childhood Development (p. 153)
- Bachelor of Science in Environmental Policy and Management (p. 156)
- Bachelor of Science in Finance (p. 68)
- Bachelor of Science in Fire and Emergency Management (p. 158)
- Bachelor of Science in Fire Science (p. 160)
- Bachelor of Science in Health and Wellness (p. 95)
- Bachelor of Science in Health Care Administration (p. 97)
- Bachelor of Science in Health Information Management (p. 99)
- Bachelor of Science in Health Science (p. 101)
- Bachelor of Science in Human Services (p. 162)
- Bachelor of Science in Human Services in Youth/Family Services and Administration (p. 165)

- Bachelor of Science in Information Technology (p. 71)
- Bachelor of Science in Legal Studies (p. 167)
- Bachelor of Science in Legal Support and Services (p. 169)
- Bachelor of Science in Liberal Studies (p. 171)
- Bachelor of Science in Nursing—RN-to-BSN (p. 130)
- Bachelor of Science in Nutrition (p. 103)
- Bachelor of Science in Paralegal Studies (p. 173)
- Bachelor of Science in Political Science (p. 175)
- Bachelor of Science in Psychology (p. 177)
- Bachelor of Science in Psychology in Addictions (p. 180)
- Bachelor of Science in Psychology in Applied Behavior Analysis (p. 182)
- Bachelor of Science in Psychology in Industrial/Organizational Psychology (p. 184)

C

- Cisco Networks Postbaccalaureate Certificate (p. 86)
- Computer Forensics Postbaccalaureate Certificate (p. 87)
- Corrections Certificate (p. 203)
- Crime Scene Technician Certificate (p. 204)

D

- Dental Assistant Diploma (p. 115)

H

- Human Resources Postbaccalaureate Certificate (p. 88)
- Human Services Certificate in Child and Family Services (p. 205)
- Human Services Certificate in Elder Care Services (p. 206)

I

- Information Security Postbaccalaureate Certificate (p. 89)

L

- Legal Secretary Certificate (p. 207)

M

- Management and Supervision Certificate in Criminal Justice (p. 208)
- Medical Assistant Certificate (Online) (p. 118)
- Medical Assistant Certificate (Onsite) (p. 116)
- Medical Billing/Coding Certificate (p. 120)
- Medical Office Administration Certificate (p. 122)
- Microsoft Operating Systems Postbaccalaureate Certificate (p. 90)

P

- Pathway to Paralegal Postbaccalaureate Certificate (p. 209)
- Prelicensure Bachelor of Science in Nursing (p. 126)
- Private Security Certificate (p. 210)
- Programming and Software Development Postbaccalaureate Certificate (p. 91)

Graduate

A

- Adult-Gerontology Primary Care Nurse Practitioner Certificate (p. 351)

D

- Doctor of Nursing Practice (p. 337)

E

- Executive Leader Graduate Certificate (p. 354)

F

- Family Nurse Practitioner, Primary Care Certificate (p. 356)

G

- Graduate Certificate in Accounting (p. 307)
- Graduate Certificate in Addictions (p. 382)
- Graduate Certificate in Human Resources (p. 308)
- Graduate Certificate in Industrial/Organizational Psychology (p. 384)
- Graduate Certificate in Information Security (p. 309)
- Graduate Certificate in Project Management (p. 310)

M

- Master of Arts in Teaching (p. 313)
- Master of Business Administration (p. 290)
- Master of Health Care Administration (p. 327)
- Master of Health Informatics (p. 329)
- Master of Health Information Management (p. 330)
- Master of Public Administration (p. 363)
- Master of Public Health (p. 331)
- Master of Science in Accounting (p. 294)
- Master of Science in Criminal Justice (p. 365)
- Master of Science in Cybersecurity Management (p. 297)
- Master of Science in Education (p. 316)
- Master of Science in Educational Psychology (p. 320)
- Master of Science in Environmental Policy (p. 367)
- Master of Science in Finance (p. 299)
- Master of Science in Health Education (p. 333)
- Master of Science in Higher Education (p. 322)
- Master of Science in Homeland Security and Emergency Management (p. 369)
- Master of Science in Human Services (p. 371)
- Master of Science in Information Technology (p. 302)
- Master of Science in Instructional Design and Technology (p. 318)
- Master of Science in Legal Studies (p. 373)
- Master of Science in Management and Leadership (p. 304)
- Master of Science in Nursing (p. 341)
- Master of Science in Nursing—DNP Path (p. 347)
- Master of Science in Psychology (p. 375)

N

- Nurse Educator Graduate Certificate (p. 359)

P

- Postgraduate Certificate in Applied Behavior Analysis (p. 385)

Open College

- Associate of Science in Professional Studies (p. 438)
- Bachelor of Science in Professional Studies (p. 436)

Concord Law School

- Executive Juris Doctor (p. 462)
- Juris Doctor (p. 460)

UNDERGRADUATE PROGRAMS

In this section, you can find general policies relevant to undergraduate students as well as policy and program information specific to the Schools of General Education, Business and Information Technology, Health Sciences, and Nursing, and the College of Social and Behavioral Sciences. Undergraduate courses offered by the University are also featured.

Policy Information

The below policy information applies to students enrolled in a Purdue Global undergraduate program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

In addition, a GED or high school diploma may be required to take state, national, or certification exams. Furthermore, states, employers, and various other agencies may require a criminal background check and/or drug check before you take professional licensing, certification, or registration exams. If you have a prior felony conviction or serious misdemeanor, you may be denied the opportunity to take professional licensing, certification, or registration exams. You may also be denied a license or certification to practice in some states, even if the certification or licensing exam is taken and successfully completed. It is your responsibility to inquire with the appropriate agencies or authorities about current requirements prior to enrolling in your program of choice or, if your circumstances change, at that time and at the time of making application for certification or licensure.

Employment and Continued Education

The University's programs are designed to prepare you to pursue employment in your field of study, or in related fields. However, the University does not guarantee that you will be placed in any particular job, eligible for job advancement opportunities, or employed at all. While many of the University's degree programs are designed to prepare you to pursue continued graduate-level education, the University cannot guarantee that you will be granted admission to any graduate programs.

Criminal Background Checks

For some programs, you may be required to undergo criminal background checks (p. 18) before you may be fully admitted. You may also be required to conduct a second criminal background check before you

can be placed in an internship, externship, or at a clinical site; or before taking professional licensing, certification, or registration exams. If you have a prior felony conviction or serious misdemeanor, you may be denied the opportunity to take professional licensing, certification, or registration exams, or may be denied a license or certification to practice in some states, even if the exam is taken and successfully completed. Consequently, you may be denied admission to some programs.

Some Purdue Global programs have specific background check requirements on which enrollment is predicated; these are explained in detail, where applicable, in the individual school sections.

Externships and Clinical Experiences

In particular phases of study, some programs include an externship or clinical experience. The following guidelines are general; some programs have additional or different policies that are detailed in the individual school sections and supersede those listed below.

Although you are supervised by professionals at your externship or clinical site, you must continue to maintain contact with your program's Externship Coordinator on a regular basis.

In order to be eligible for an externship or clinical, you must meet the following academic requirements prior to starting the externship or clinical:

1. You must pass all required prerequisite courses, as indicated in this Catalog.
2. You may not have a grade of "F" for any major course, unless your academic record reflects that the course has been satisfactorily repeated.
3. You may not have an incomplete grade ("I") for any major course.
4. You must have a 2.0 GPA for externships graded as pass/fail.

During the externship or clinical training, you are expected to perform in an ethical, safe, and professional manner, and to assist in all matters appropriate to the scope of practice. Failure to do so may result in course failure and dismissal from the program.

For many programs, externship and clinical hours are scheduled during the day and are typically Monday through Friday. Therefore, if you take night classes, you may need to complete externship and clinical hours during the day (please note that it may not be possible to locate a site that can provide externship or clinical hours at night, and you should take this into account when selecting a program). You should contact your program's Externship Coordinator for specific information on site availability and times. You may arrange the days or times of externship or clinical training only with written permission from Purdue Global. If you are absent from the externship or clinical training, you must inform both the site and the University.

All externship and clinical sites are carefully selected based on an evaluation of site personnel, facilities, geographic location, availability, and type of learning experience provided.

Graduation Requirements

To graduate, you must:

1. Successfully complete 100 percent of the required courses for your program of study and obtain the minimum cumulative GPA required within the maximum time frame permitted (see the Satisfactory Academic Progress Standards (p. 40) section for further information).

2. Return all property belonging to Purdue Global.
3. Attend Career Services and Financial Aid exit interviews, if applicable.
4. Fulfill all financial obligations to the University prior to graduation unless previous satisfactory arrangements have been made. If satisfactory financial arrangements are not made, the graduation credential will be withheld.

Some programs may have additional requirements that must be met. If a program has additional graduation requirements, these can be found in the individual school sections.

State-Specific Curricular Requirements

If you reside in a state listed below, please consult with your Student Advisor for details regarding methods of fulfilling the curricular requirements specific to your state.

When state-specific curricular requirements are not fulfilled by the courses prescribed in your program of study, you, in consultation with your Student Advisor, must select appropriate courses in place of open electives.

Florida

Associate of Science Degrees

Degrees must be composed of at least 22.5 quarter credit hours of general education courses.

Bachelor's Degrees

Degrees must be composed of at least 45 quarter credit hours of general education courses.

General education courses include English, history, philosophy, literature, religion, art, music, sociology, foreign languages, humanities, math, chemistry, biology, and psychology.

Indiana

Associate of Science Degrees

Fifty percent of the program must be composed of specialty/major courses and thirty-five percent of the remaining courses must be general education courses.

Associate of Applied Science Degrees

Seventy-five percent of the program must be composed of specialty/major courses.

Maryland

If you are enrolled in one of the following programs through the Hagerstown location, you are required to take additional general education courses to meet state minimum requirements for general education in both associate's and bachelor's degrees. Associate's degrees must include at least 30 quarter credit hours of general education courses and bachelor's degrees must include at least 60 quarter credit hours.

- Associate of Applied Science in Accounting
- Associate of Applied Science in Business Administration
- Associate of Applied Science in Criminal Justice
- Associate of Applied Science in Human Services
- Associate of Applied Science in Information Technology
- Associate of Applied Science in Medical Assisting
- Associate of Applied Science in Medical Office Management
- Associate of Applied Science in Paralegal Studies
- Bachelor of Science in Business Administration
- Bachelor of Science in Health Care Administration
- Bachelor of Science in Human Services
- Bachelor of Science in Information Technology

General education courses must include at least one course from each of the following areas:

- Arts and humanities
- English composition
- Social and behavioral sciences
- Mathematics
- Biological and physical sciences

Minnesota

Effective for all students enrolling on/after May 13, 2015, all residents of Minnesota must fulfill the following requirements:

Associate of Science Degrees

Degrees must be composed of at least 45 quarter credit hours of general education courses. General education courses include communication, natural sciences, humanities, and social sciences. A minimum of 6 quarter credits must be completed in each category.

Associate of Applied Science Degrees

Degrees must be composed of at least 30 quarter credit hours of general education courses, where at least 3 quarter credits must be completed in communication, natural sciences/mathematics, humanities, and social sciences. Degrees must also comprise at least 45 quarter credit hours of technical/major courses.

Bachelor of Science Degrees

Degrees must be composed of at least 45 quarter credit hours of general education courses, where at least 6 quarter credits must be completed in communication, natural sciences/mathematics, humanities, and social sciences. Degrees must also comprise at least 45 quarter credit hours of technical/major courses. Additionally, at least 54 quarter hours must be taken at the upper-division level.

School of General Education

Mission Statement

The General Education program supports the academic, social, personal, and professional development of learners throughout their engagement with the University. It also provides a learning experience that is engaging, enjoyable, and applicable to students' personal and professional lives while preparing students to meet expectations in chosen fields of study. Purdue Global is committed to professional and career preparation for all graduates. As an institution and an educational community, we commit to graduating "thinkers who can work and workers who can think."

Outcomes and Requirements

General Education Program

The primary goal of the General Education program is to help ensure you are literate in each of the general education areas listed below. This means you understand and can apply the basic concepts of ethics, critical thinking, research, technology, arts and humanities, communication, mathematics, science, and social science. To help accomplish this goal, the General Education program includes six courses within the bachelor's degree programs in communication, mathematics, science, social science, and arts and humanities. A seventh course in professionalism and career development ensures you become a strong, career-focused professional. These courses are designed to introduce you to the basic concepts, terminology, and methodology of each area. Furthermore, each course offered at Purdue Global includes a communications assignment and the use of technology, reinforcing the communications and technology literacies. Each course also includes a unit of study based on one of the remaining seven literacies. These courses and units of study address practical issues and encourage you to reflect on your personal experience. Through repeated practice and study throughout your program, you will understand the interrelationship of broad fields of human inquiry and how they apply to your personal and professional life.

Refer to the individual program descriptions for more information. Please note: if you reside in certain states, you may be required to complete specific general education requirements. Please refer to the State-Specific Curricular Requirements (p. 52) section for more information.

Arts and Humanities Literacy

Outcome

Recognize human potential through a study of human expressions.

Requirement

One course in arts or humanities in bachelor's degree programs.¹ A quarter of the elective courses offered at the University will include a unit that applies art concepts to the content of the course.

¹ Must be fulfilled by HU200 Arts and Humanities - Modern Creative Expressions, HU245 Ethics, HU250 Humanities and Culture, or their equivalent (via transfer credit).

Communications Literacy

Outcome

Demonstrate college-level communication through a variety of media.

Requirement

Two 100/200-level courses in communications in associate's and bachelor's degree programs.¹ Each course offered at the University will also include a communications assignment that will be assessed using a common rubric.

¹ Must be fulfilled by CM107 College Composition I and CM220 College Composition II or their equivalents (via transfer credit).

Critical Thinking Literacy

Outcome

Apply critical thinking to real-life situations.

Requirement

One-third of the required courses in each program will include a unit that teaches critical thinking and applies it to the content of the course.

Ethics Literacy

Outcome

Comprehend, apply, and evaluate ethical reasoning.

Requirement

One-third of the required courses in each program will include a unit that teaches ethics and applies them to the content of the course.

Mathematics Literacy

Outcome

Apply quantitative reasoning to real-world situations.

Requirement

One 100/200-level course in mathematics in associate's and bachelor's degree programs.¹ A quarter of the elective courses offered at the University will include a mathematics unit that applies math concepts to the content of the course.

¹ Must be fulfilled by MM150 Survey of Mathematics, MM212 College Algebra, or their equivalent (via transfer credit).

Professionalism and Career Development Literacy

Outcome

Apply skills which support career and professional success.

Requirement

One course in professionalism and career development in bachelor's degree programs, which includes an oral communication component.¹

¹ Must be fulfilled by CS204 Professional Presence or its equivalent (via transfer credit).

Research and Information Literacy

Outcome

Apply methods for finding, evaluating, and using resources to undertake research.

Requirement

One-third of the required courses in each program will include a unit that teaches research skills and applies them to the content of the course.

Science Literacy

Outcome

Analyze how scientific principles are applied in real-world contexts.

Requirement

One course in science in bachelor's degree programs.¹ A quarter of the elective courses offered at the University will include a science unit that applies science concepts to the content of the course.

¹ Must be fulfilled by SC200 Discovering Science - Current Issues in a Changing World, SC235 General Biology I - Human Perspectives, SC246 Fundamentals of Microbiology, SC250 Fundamentals of Science, or their equivalent (via transfer credit).

Social Science Literacy

Outcome

Critically evaluate social or psychological issues that impact human behavior.

Requirement

One course in social science in bachelor's degree programs.¹ A quarter of the elective courses offered at the University will include a unit that applies social science concepts to the content of the course.

¹ Must be fulfilled by SS211 The 1960s - Reshaping the American Dream, SS236 People, Power, and Politics - An Introduction to American Government, SS250 The Technological Revolution - A Social Scientific Approach, or their equivalent (via transfer credit).

Technology Literacy

Outcome

Use information technology to solve real-world problems and communicate effectively.

Requirement

Technology is included in context throughout each program at the University, in a manner that reflects its use in your professional field of study.

Professional Competencies Purdue Global Professional Competencies

At Purdue Global, we offer a wide array of programs designed to prepare you for success in your chosen career field. We believe that professionalism is the key to career success. Exhibiting professionalism allows you to engage in behaviors that contribute to a positive, productive, and cohesive work environment. In addition to understanding and applying the basic concepts of communication and problem solving and critical thinking, which are part of the General Education program at Purdue Global, you will have the opportunity to develop competencies in the areas of teamwork, leadership, personal presentation, and multiculturalism and diversity. Through repeated practice and study throughout your academic program, you will understand and learn to exhibit professionalism in your chosen career. Each outcome will be present in one-quarter of all major requirement courses.

1. Teamwork: Work in teams to achieve collective goals.
2. Leadership: Demonstrate leadership knowledge, skills, and abilities to successfully lead teams within one's profession.
3. Personal Presentation: Demonstrate professionalism in a variety of situations.

4. Multiculturalism and Diversity: Leverage the strengths of multiculturalism and diversity for the benefit of the organization and community.

GEM Program

General Education Mobile (GEM) Program

Certain courses offered by Purdue Global are available to approved GEM Program participants. You may enroll in a maximum of five courses and no more than two courses per term.

You may transfer coursework toward a degree at the Community College of the Air Force if the following requirements are met:

- You have successfully completed a course with a grade of "C" or better.
- The course is part of the Purdue Global-approved GEM Program course offerings.

You are under no obligation to enroll at Purdue Global upon completion.

Courses

Code	Title	Credits
CM107	College Composition I	5
CM214	Public Speaking for the Professional	5
CM220	College Composition II	5
HU245	Ethics	5
HU250	Humanities and Culture	5
MM150	Survey of Mathematics	5
MM212	College Algebra	5
SS144	Sociology	5
SS230	Making History - The Founding Fathers	5
SS250	The Technological Revolution - A Social Scientific Approach	5
SS270	Social Problems	5

School of Business and Information Technology

Mission Statement

We develop the competencies of career-focused students to empower them as ethical, insightful, and solution-oriented decision-makers, leaders, and lifelong learners in increasingly complex and diverse global environments. Faculty is supported as practitioners and scholars, committed to innovation in teaching and intellectual contribution.

General Policies

Progression Requirements

Prior learning credits and Purdue Global courses completed more than 5 years prior to the start of your information technology program are not eligible to satisfy information technology course requirements. You may be required to retake courses in order to ensure your knowledge is consistent with the current skills taught in these courses. You may request exceptions, based on relevant coursework and professional experience, from the Dean or a designee.

Programs

Bachelor of Science in Accounting

The Bachelor of Science in Accounting program is designed to prepare you for entry into the accounting profession. Students who complete the degree will be on their way to meeting the educational requirements to be eligible to sit for the Uniform CPA Examination.

[View Program Details \(p. 57\)](#)

Bachelor of Science in Business Administration

The objective of the Bachelor of Science in Business Administration program is to prepare you with the knowledge, technical skills, and work habits to pursue positions in a variety of business fields. The curriculum is designed to provide a solid foundation in management and helps you develop teamwork and leadership skills as well as the ability to motivate people and communicate effectively.

[View Program Details \(p. 59\)](#)

Bachelor of Science in Cybersecurity

This program will equip you to master the foundational goals of cybersecurity. You will apply current technical tools and methodologies to solve security problems. Upon completion, you will be able to evaluate security trends, recognize best practices, and understand IT security products and threats.

[View Program Details \(p. 65\)](#)

Bachelor of Science in Finance

The Bachelor of Science in Finance program focuses on helping students gain technical knowledge and skills in a range of financial areas. You should develop an understanding of the factors that influence financial decision making and are provided with opportunities to develop

and implement your critical thinking skills to solve in-depth financial problems.

[View Program Details \(p. 68\)](#)

Bachelor of Science in Information Technology

The objective of the Bachelor of Science in Information Technology program is to help you prepare for career advancement in the information technology field by providing the technical knowledge, and communication, critical thinking, and creative skills relevant to the modern workplace. The degree program is designed to help you develop a working knowledge of information technology (IT) concepts, tools, and methods as well as the leading-edge technologies needed to design information systems.

[View Program Detail \(p. 71\)](#)

Associate of Applied Science in Accounting

The objective of the Associate of Applied Science in Accounting program is to prepare you with knowledge of accounting theories and principles relevant to the application of accounting functions in business. Course content includes the application of accounting principles, payroll processing procedures, financial statement preparation, and tax preparation according to federal and state regulations.

[View Program Details \(p. 77\)](#)

Associate of Applied Science in Business Administration

The objective of the Associate of Applied Science in Business Administration program is to prepare you with the knowledge, technical skills, and work habits to pursue positions in a variety of business fields. The curriculum is designed to provide a solid foundation in management and helps you develop teamwork and leadership skills as well as the ability to motivate people and communicate effectively.

[View Program Details \(p. 79\)](#)

Associate of Applied Science in Information Technology

The Associate of Applied Science in Information Technology program is designed to prepare you with the general education, applied knowledge, technical skills, and communication skills to pursue a wide range of entry-level positions in the information technology field including the areas of network administration, software programming, and web development. Courses help you develop the foundational skills to install and maintain computer networks, troubleshoot hardware and software problems, manage databases, and develop web pages.

[View Program Detail \(p. 82\)](#)

Associate of Applied Science in Small Group Management

If you are currently an active-duty servicemember in the U.S. Army, the Associate of Applied Science in Small Group Management could help further your educational and career goals. The curriculum focuses on

the ability to effectively communicate with and manage others in a small group setting.

[View Program Detail \(p. 84\)](#)

Cisco Networks Postbaccalaureate Certificate

The objective of the Cisco Networks Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions working with Cisco networks. The certificate program is designed to provide foundational knowledge of key information technology areas including network administration, TCP/IP protocols, and network routers and switches.

[View Program Detail \(p. 86\)](#)

Computer Forensics Postbaccalaureate Certificate

The objective of the Computer Forensics Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions in the field of computer forensics. The certificate program is designed to provide foundational knowledge of key information technology areas including intrusion detection systems, incidence response strategies, computer forensics, and forensic techniques.

[View Program Detail \(p. 87\)](#)

Human Resources Postbaccalaureate Certificate

The objective of the Human Resources Postbaccalaureate Certificate program is to prepare you with the critical knowledge and skills to pursue entry-level positions in human resources. The certificate program is designed to provide foundational knowledge of key human resource areas including employee recruitment, employee training and development, compensation and reward systems, and employment law.

[View Program Details \(p. 88\)](#)

Information Security Postbaccalaureate Certificate

The objective of the Information Security Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions in the field of information security. The certificate program is designed to provide foundational knowledge of key information technology areas including network operating systems, network security, threat detection and response methods, disaster recovery planning, cryptography, and information security and risk management.

[View Program Detail \(p. 89\)](#)

Microsoft Operating Systems Postbaccalaureate Certificate

The objective of the Microsoft Operating Systems Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions working with Microsoft operating systems. The certificate program is designed to provide

foundational knowledge of key information technology areas including PC configuration and maintenance, desktop administration, network administration, and Active Directory configuration.

[View Program Detail \(p. 90\)](#)

Programming and Software Development Postbaccalaureate Certificate

The objective of the Programming and Software Development Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions in the field of programming and software development. The certificate program is designed to provide foundational knowledge of key information technology areas including software development, advanced programming, and advanced database concepts; and advanced software development and design strategies.

[View Program Detail \(p. 91\)](#)

Bachelor of Science in Accounting

Description and Outcomes

The Bachelor of Science in Accounting program is designed to prepare you for entry into the accounting profession. Students who complete the degree will be on their way to meeting the educational requirements to be eligible to sit for the Uniform CPA Examination. Refer to the Certification, State Board, and National Board Exams (p. 57) section for important program disclosure information.

Concentrations

In addition to the required core and major courses, you can further specialize your degree by choosing one of four concentrations: public accountancy, managerial accountancy, tax accountancy, or auditing/forensic accountancy.

Program Length

The Bachelor of Science in Accounting program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. GAAP Application: Apply the conceptual framework of the Generally Accepted Accounting Principles to business applications.
2. Management Tools: Formulate information for assets, liabilities, equities, revenues, and expenses of business entities.
3. Taxation: Categorize taxation of individuals and businesses.
4. Financial Reports: Evaluate financial reports.
5. Communication: Compose communications required for accounting professionals.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students

in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon graduation, you will be on your way to meeting the educational requirements for eligibility to sit for the Uniform CPA Examination. The exact requirements to take the CPA Exam vary by state and may change from time to time. To sit for the CPA Exam in most states, there is an educational requirement of 150 semester hours or 225 quarter credit hours. The Bachelor of Science in Accounting program is 180 quarter credit hours (120 semester hours). You may need to complete Purdue Global's Master of Science in Accounting or its equivalent elsewhere to meet eligibility requirements. Thus, Purdue Global makes no representations or warranties as to whether the degree program or any individual courses meet specific state requirements. You are encouraged to research independently the requirements in any state where you intend to seek licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	

Total Core Requirements	33
Major Requirements	
AC114 Accounting I	5
AC116 Accounting II	5
AC239 Managerial Accounting	5
AC256 Federal Tax	5
BU224 Microeconomics	5
MM255 Business Math and Statistical Measures	5
MT140 Introduction to Management	5
MT217 Finance	5
MT219 Marketing	5
AC300 Intermediate Accounting I	6
AC301 Intermediate Accounting II	6
LS311 Business Law	6
MT302 Organizational Behavior	6
300/400-Level Major Electives (see below)	24
AC490 Bachelor's Internship in Accounting or AC499 Bachelor's Capstone in Accounting	6
Total Major Requirements	99
Open Elective Requirements	
Open Electives	48
Total Open Elective Requirements	48
TOTAL CREDITS	180

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Public Accountancy

Code	Title	Credits
AC302	Intermediate Accounting III	6
AC410	Auditing	6
AC430	Advanced Tax - Corporate	6
AC465	Advanced Forensic Accounting	6
TOTAL CREDITS		24

Tax Accountancy

Code	Title	Credits
AC302	Intermediate Accounting III	6
AC410	Auditing	6
AC430	Advanced Tax - Corporate	6
AC450	Advanced Accounting	6
TOTAL CREDITS		24

Managerial Accountancy

Code	Title	Credits
AC302	Intermediate Accounting III	6
AC410	Auditing	6
AC420	Cost Accounting	6

MT482	Financial Statement Analysis	6
TOTAL CREDITS		24

Students who do not possess prior learning credit comparable to MT217 Finance must complete the course to satisfy prerequisite requirements for MT482 Financial Statement Analysis.

Auditing/Forensic Accountancy

Code	Title	Credits
AC302	Intermediate Accounting III	6
AC410	Auditing	6
AC450	Advanced Accounting	6
AC465	Advanced Forensic Accounting	6
TOTAL CREDITS		24

Bachelor of Science in Business Administration

Description and Outcomes

The objective of the Bachelor of Science in Business Administration program is to prepare you with the knowledge, technical skills, and work habits to pursue positions in a variety of business fields. The curriculum is designed to provide a solid foundation in management and helps you develop teamwork and leadership skills as well as the ability to motivate people and communicate effectively. Decision-making and problem-solving skills are also emphasized.

Concentrations

You can personalize your degree in business administration by focusing electives on a particular concentration. Concentrations consist of a minimum of four 300- or 400-level courses and allow you to concentrate on your career interests.

ExcelTrack Option

The ExcelTrack option for the Bachelor of Science in Business Administration is designed to allow students with applicable skills, professional experience, and self-direction to accelerate their pace toward earning their degree. In the ExcelTrack option, there are no required weekly assignments or class hours per course—just one final comprehensive project. Students can skip material they know and focus on what they need to learn to master course outcomes. With a few rare exceptions, ExcelTrack courses are divided into small one-credit courses that allow flexible course loads each term. ExcelTrack uses a term-based tuition model: the more courses students complete per term, the greater their cost savings. To determine if ExcelTrack is a good fit for you, speak to your University representative. For more information on the policies governing ExcelTrack programs, see the academic policy (p. 6) section of the Catalog.

Accelerated MBA Option

If you are interested in earning both a bachelor's and master's degree in business administration, consider the accelerated MBA option. Refer to the Progression Requirements (p. 59) section for details.

Society for Human Resources Management Acknowledgement

The Society for Human Resource Management (SHRM) has acknowledged that the Bachelor of Science in Business Administration with a concentration in human resources fully aligns with SHRM's *HR Curriculum Guidebook and Templates*. The *HR Curriculum Guidebook and Templates* were developed by SHRM to define the minimum HR content areas that should be studied by HR students at the undergraduate and graduate levels. The guidelines—created in 2006 and revalidated in 2010 and 2013—are part of SHRM's academic initiative to define HR education standards taught in university business schools and help universities develop degree programs that follow these standards.

Program Length

The Bachelor of Science in Business Administration program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Evaluate information management, planning, and control in business environments.
2. Analyze organizational processes and procedures in a variety of business settings.
3. Synthesize appropriate principles, concepts, and frameworks for making ethical decisions.
4. Assess the roles that structure, management, and leadership play in organizational performance.
5. Evaluate how economics, government, and law affect value creation in the global context.
6. Evaluate career skills in the field of business and management.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

Accelerated MBA Option

If you are enrolled in the Bachelor of Science in Business Administration program and are interested in continuing on to pursue a Purdue Global Master of Business Administration (MBA), you may matriculate into a shortened version of the graduate program.

Upon successful completion of the Bachelor of Science in Business Administration program, and if you meet the below criteria, you may apply for entry to the University's MBA program. If accepted, you will have the following MBA courses waived:

Code	Title	Credits
GB518	Financial Accounting Principles and Analysis	4
GB520	Strategic Human Resource Management	4
GB530	Marketing Management	4
GB540	Economics for Global Decision Makers	4
GB550	Financial Management	4

In order to qualify for the accelerated MBA option, you must meet the following criteria:

1. Complete your undergraduate coursework in the Bachelor of Science in Business Administration program with a minimum cumulative GPA of 3.2.
2. Present a resume indicating at least 2 years of applicable work experience.

3. Complete the following courses and obtain a grade of "B" or better in each course:

Code	Title	Credits
AC116	Accounting II	5
AC301	Intermediate Accounting II	6
BU204	Macroeconomics	5
HR485	Strategic Human Resource Management	6
MT217	Finance	5
MT445	Managerial Economics	6
MT450	Marketing Management	6
MT480 or MT482	Corporate Finance Financial Statement Analysis	6

If you have not completed AC116 Accounting II, BU204 Macroeconomics, or MT217 Finance as part of your undergraduate program, but meet all other criteria, your acceptance to the accelerated option is at the discretion of the Dean of the School of Business and Information Technology.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5

HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
AC113 or AC114	Accounting for Nonaccounting Majors Accounting I	5
BU204 or MT220	Macroeconomics Global Business	5
BU224	Microeconomics	5
MM255	Business Math and Statistical Measures	5
MT140	Introduction to Management	5
MT203 or MT209	Human Resource Management Small Business Management	5
MT217	Finance	5
MT219	Marketing	5
LS311 or LS312	Business Law Ethics and the Legal Environment	6
MM305	Business Statistics and Quantitative Analysis	6
MT302	Organizational Behavior	6
MT400 or MT435	Business Process Management Operations Management	6
MT445 or MT480	Managerial Economics Corporate Finance	6
MT460	Management Policy and Strategy	6
300/400 Level	Marketing Course	6
MT490 or MT499	Bachelor's Internship in Management Bachelor's Capstone in Management	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives (see below)		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Accelerated MBA Option

Code	Title	Credits
AC301	Intermediate Accounting II	6
HR485	Strategic Human Resource Management	6
MT445	Managerial Economics	6
MT450	Marketing Management	6
MT480	Corporate Finance	6
or MT482	Financial Statement Analysis	
TOTAL CREDITS		30

Students who do not possess prior learning credit comparable to AC300 Intermediate Accounting I will need to complete the course beyond the minimum degree requirements.

Financial Analysis

Code	Title	Credits
MT445	Managerial Economics	6
MT480	Corporate Finance	6
MT481	Financial Markets	6
MT482	Financial Statement Analysis	6
TOTAL CREDITS		24

Human Resources

Code	Title	Credits
HR400	Employment and Staffing	6
HR410	Employee Training and Development	6
HR420	Employment Law	6
HR435	Compensation	6
or HR485	Strategic Human Resource Management	
TOTAL CREDITS		24

This program is fully aligned with the HR Curriculum Guidebook and Templates of the Society for Human Resource Management.

Information System Management

Code	Title	Credits
IT301	Project Management I	6
IT402	IT Consulting Skills	6
MT300	Management of Information Systems	6
MT451	Managing Technological Innovation	6
TOTAL CREDITS		24

Investment

Code	Title	Credits
MT422	Portfolio Management	6
MT423	Asset Allocation and Risk Management	6
MT424	Introduction to Derivatives and Risk Management	6
MT483	Investments	6
TOTAL CREDITS		24

Management

Code	Title	Credits
HR400	Employment and Staffing	6
MT340	Conflict Management and Team Dynamics	6
MT355	Marketing Research	6
or MT450	Marketing Management	
MT400	Business Process Management	6
or MT435	Operations Management	
TOTAL CREDITS		24

Marketing

Code	Title	Credits
MT330	International Marketing	6
MT359	Advertising, Promotion, PR - Integrated Marketing Communication Strategies	6
MT459	Consumer Behavior	6
MT355	Marketing Research	6
or MT450	Marketing Management	
TOTAL CREDITS		24

New Media/Internet Marketing

Code	Title	Credits
MT357	Digital Marketing	6
MT358	Social Media Marketing	6
MT359	Advertising, Promotion, PR - Integrated Marketing Communication Strategies	6
MT450	Marketing Management	6
TOTAL CREDITS		24

Procurement

Code	Title	Credits
MT300	Management of Information Systems	6
MT435	Operations Management	6
MT475	Quality Management	6
MT482	Financial Statement Analysis	6
TOTAL CREDITS		24

Project Management

Code	Title	Credits
IT301	Project Management I	6
IT401	Project Management II	6
MT400	Business Process Management	6
MT475	Quality Management	6
TOTAL CREDITS		24

Real Estate

Code	Title	Credits
MT361	Foundations of Real Estate Practice	6
MT431	Real Estate Finance and Ethics	6
MT432	Real Estate Law	6
MT453	Professional Selling	6
TOTAL CREDITS		24

Sales Management

Code	Title	Credits
MT355	Marketing Research	6
MT453	Professional Selling	6
MT455	Salesforce Management	6
MT459	Consumer Behavior	6
TOTAL CREDITS		24

Supply Chain Management and Logistics

Code	Title	Credits
MT433	Global Supply Chain Management	6
MT434	Logistics and Distribution Management	6
MT435	Operations Management	6
MT436	Purchasing and Vendor Management	6
MT437	Strategic Warehouse Management	6
MT475	Quality Management	6
TOTAL CREDITS		36

Wealth Management

Code	Title	Credits
MT421	Financial Planning	6
MT426	Principles of Risk Management and Insurance	6
MT453	Professional Selling	6
MT480	Corporate Finance	6
MT483	Investments	6
TOTAL CREDITS		30

ExcelTrack Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	
CM107M1	Understanding What You Read - A Pathway to Reading and Writing Success	1
CM107M2	Using Language Appropriate to Audience and Writing Situation	1
CM107M3	Writing an Effective Academic Essay	1
CM107M4	Locating, Integrating, and Citing Reliable and Relevant Sources	1
CM107M5	Writing Effective Professional Documents	1
CM220	College Composition II	
CM220M1	Defining Effective Communication in Different Contexts	1
CM220M2	Constructing Logical Arguments	1
CM220M3	Using Research to Support Academic and Professional Assertions	1
CM220M4	Articulating a Strong Written Argument	1
CM220M5	Communicating Solutions With Digital Media	1
CS204	Professional Presence	
CS204M1	Maintaining a Professional Presence	1

CS204M2	Professional Communication Skills and Online Presence	1
CS204M3	Professional Culture and Career Marketability	1
Arts and Humanities Elective ¹		
HU245	Ethics	
HU245M1	Theories of Morality	1
HU245M2	Bioethics	1
HU245M3	Social Ethics	1
HU245M4	Business Ethics	1
HU245M5	Environmental Ethics	1
Mathematics Elective ¹		
MM212	College Algebra	
MM212M1	Factoring and Polynomials	1
MM212M2	Analyzing Rational and Radical Expressions	1
MM212M3	Solving Linear Equations and Graphing	1
MM212M4	Solving Quadratic Equations	1
MM212M5	Solving Exponential and Logarithmic Equations	1
Science Elective ¹		
SC200	Discovering Science: Current Issues in a Changing World	
SC200M1	Basic Scientific Principles and Their Limitations	1
SC200M2	Scientific Concepts Across Disciplines	1
SC200M3	How Science and Life Work Together	1
SC200M4	Technology Throughout History	1
SC200M5	Applying Science Day to Day	1
Social Science Elective ¹		
SS211	The 1960's - Reshaping the American Dream	
SS211M1	The 1960s - Setting the Stage	1
SS211M2	The 1960s - A Brave New World	1
SS211M3	The 1960s - Building a Movement	1
SS211M4	The 1960s - Governing in Turbulent Times	1
SS211M5	The 1960s - Striving Toward Equality	1
Total Core Requirements		33
Major Requirements		
AC114	Accounting I	
AC114M1	Practicality of Accounting Information	1
AC114M2	Preparing a Journal	1
AC114M3	Accounting Cycle Preparation	1
AC114M4	Financial Statement Preparation	1
AC114M5	Merchandise Accounting	1
BU204	Macroeconomics	
BU204M1	Basic Economic Models	1
BU204M2	Macroeconomic Aggregates	1
BU204M3	Economic Growth and Its Determinants	1
BU204M4	Money, Banking, and the Federal Reserve System	1
BU204M5	Monetary and Fiscal Policy	1
BU224	Microeconomics	

BU224M1	Supply and Demand Analysis	1	MT302	Organizational Behavior	
BU224M2	Governmental Price Setting	1	MT302M1	Define How Behavior Impacts Outcomes	1
BU224M3	Impacts on Pricing and Production	1	MT302M2	See Personality Theory in a Workplace	1
BU224M4	Understand Competitive Market Environments	1	MT302M3	Explore How Motivation Impacts Performance	1
BU224M5	Concepts of Utility	1	MT302M4	Use Teamwork to Solve Problems	1
MM225	Business Math and Statistical Measures		MT302M5	Understand Communications Roles	1
MM255M1	Applications of Business Formulas	1	MT302M6	Investigate Structure and Culture	1
MM255M2	Interest and Loan Concepts and Calculations	1	MT435	Operations Management	
MM255M3	Business Investments	1	MT435M1	Understand Quality and Lean	1
MM255M4	Business Statistics	1	MT435M2	Implement Design Concepts	1
MM255M5	Making Financial Business Decisions	1	MT435M3	Relate Fields of Business	1
MT140	Introduction to Management		MT435M4	The Role of Supply Chain in Operations	1
MT140M1	Solving Management Problems	1	MT435M5	Utilize Forecasting and Inventory Data	1
MT140M2	Management Skills	1	MT435M6	Create a Facility Design	1
MT140M3	Change Management	1	MT450	Marketing Management	
MT140M4	Global Management Skills	1	MT450M1	Strategic Marketing Decisions	1
MT140M5	Ethics in Management	1	MT450M2	Marketing Research Plan	1
MT203	Human Resource Management		MT450M3	Marketing Opportunities	1
MT203M1	Employment Laws	1	MT450M4	Marketing Mix Evaluation	1
MT203M2	Recruiting and Selecting Employees	1	MT450M5	Customer Relationship Management Plan	1
MT203M3	Linking Compensation to Strategy	1	MT450M6	Services Marketing Mix	1
MT203M4	Training Methods for Improving Performance	1	MT460	Management Policy and Strategy	
MT203M5	Cultural Literacy	1	MT460M1	Fundamentals of Business Strategy	1
MT217	Finance		MT460M2	Business Strategy Analysis	1
MT217M1	Overview - Financial Management	1	MT460M3	Strategic Decision-Making	1
MT217M2	Financial Ratios	1	MT460M4	Strategic Planning for Competitive Advantage	1
MT217M3	Basic Time Value of Money Applications	1	MT460M5	Implementing a Business Strategy	1
MT217M4	Time Value of Money	1	MT460M6	Strategic Business Policies	1
MT217M5	Stocks and Bonds Valuation	1	MT480	Corporate Finance	
MT219	Marketing		MT480M1	Financial Statement Analysis	1
MT219M1	Marketing Strategy	1	MT480M2	Time Value of Money	1
MT219M2	Global Interconnectedness	1	MT480M3	Cost of Debt and Equity	1
MT219M3	Target Marketing	1	MT480M4	Assess Investment Options	1
MT219M4	Product and Channel Strategy	1	MT480M5	Foreign Exchange	1
MT219M5	Promotion and Price Strategy	1	MT480M6	Cost of Capital Models	1
LS311	Business Law		MT499	Bachelor's Capstone in Management	6
LS311M1	How Law Affects Business	1	Total Major Requirements		88
LS311M2	Relationship of Torts to Risk Management	1	ExcelTrack Elective Requirements ²		
LS311M3	Elements of a Valid Contract	1	AC116	Accounting II	
LS311M4	Remedies for Breach of Contract	1	AC116M1	Financial Statements - Valuation of Assets	1
LS311M5	Agency and Employment Relationships	1	AC116M2	Financial Statements - Valuation of Liabilities	1
LS311M6	Contrast Forms of Business Organizations	1	AC116M3	Partnership - Owners' Equity Analysis	1
MM305	Business Statistics and Quantitative Analysis		AC116M4	Corporation - Owners' Equity Analysis	1
MM305M1	Descriptive Statistics and Probability	1	AC116M5	Cash Analysis	1
MM305M2	Sampling Distributions and Estimation	1	HR400	Employment and Staffing	
MM305M3	Hypothesis Testing	1	HR400M1	Recruiting and Interviewing Employees	1
MM305M4	Decision Analysis	1	HR400M2	Employment-Related Laws	1
MM305M5	Regression and Forecasting	1	HR400M3	Interview Questions and Candidate Analysis	1
MM305M6	Project Management Techniques	1	HR400M4	Employment Tools and Documentation	1

HR400M5	New Employee Orientation	1	MT445M4	Economic Growth and Macroeconomic Indicators	1
HR400M6	Employee Recruitment and Retention Factors	1	MT445M5	Fiscal and Monetary Policy	1
HR485	Strategic Human Resource Management		MT445M6	Impacts of Globalization on the U.S. Economy	1
HR485M1	Human Resource Strategy	1	MT482	Financial Statement Analysis	
HR485M2	Strategic Human Resource Management	1	MT482M1	Examine the Financial Performance of a Company	1
HR485M3	Organizational Performance	1	MT482M2	Assess the Nature of Assets, Debt, and Equity	1
HR485M4	Organizational Change	1	MT482M3	Analyze Cash Flow	1
HR485M5	Human Resource Metrics	1	MT482M4	Examine Company Performance Through Rates of Return	1
HR485M6	Strategic Human Resource Decisions	1	MT482M5	Project Financial Statements	1
IT301	Project Management I		MT482M6	Determine the Value of a Company	1
IT301M1	Project Management Framework	1	Total ExcelTrack Elective Requirements		59
IT301M2	Triple Constraints Management	1	TOTAL CREDITS		180
IT301M3	Project Risk and Resource Management	1			
IT301M4	Project Execution Management	1			
IT301M5	Project Management Ethics and Integrity	1			
IT301M6	Project Management Global Interconnectedness	1			
MT300	Management of Information Systems				
MT300M1	Information Systems in Organizations	1			
MT300M2	Business Analytics and Knowledge Management	1			
MT300M3	Information Systems Acquisition	1			
MT300M4	Cybersecurity, Ethics, and Privacy	1			
MT300M5	Social Media and Intelligent Systems	1			
MT300M6	Networks and the Internet of Things	1			
MT340	Conflict Management and Team Dynamics				
MT340M1	Team Strengths and Weaknesses	1			
MT340M2	Team Process	1			
MT340M3	The Diverse Team	1			
MT340M4	Problem Solving	1			
MT340M5	Interconnecting Globally	1			
MT340M6	Conflict and Negotiation	1			
MT355	Marketing Research				
MT355M1	Research Problems	1			
MT355M2	Research Designs	1			
MT355M3	Data Collection Methods	1			
MT355M4	Data-Based Solutions	1			
MT355M5	Research Reports	1			
MT355M6	Global Competitiveness and Collaboration	1			
MT400	Business Process Management				
MT400M1	Develop Strategic BPM Plans	1			
MT400M2	Measure Success Effectively	1			
MT400M3	Innovate Solutions Leveraging Your Employees	1			
MT400M4	Use BPM for Global Competitiveness	1			
MT400M5	Develop Effective Implementation Plans	1			
MT400M6	Ensure Sustained Success With BPM	1			
MT445	Managerial Economics				
MT445M1	Opportunity Costs and Economic Decisions	1			
MT445M2	Changes in Market Equilibrium	1			
MT445M3	Market Structures and Profit Maximization	1			

¹ Eligible prior learning credit can fulfill Core Electives.

² Eligible prior learning credit can replace ExcelTrack Electives.

Bachelor of Science in Cybersecurity

Description and Outcomes

This program will equip you to master the foundational goals of cybersecurity. You will apply current technical tools and methodologies to solve security problems. Upon completion, you will be able to evaluate security trends, recognize best practices, and understand IT security products and threats.

You will explore the depth and breadth of materials to enable you to pursue many of the critical certifications recognized by the information assurance community and for Department of Defense (DoD) personnel, as mandated by DoD Directive 8570.1.

The following educational objectives are approved by information technology faculty and the Advisory Board:

- Our graduates will be able to apply current industry-accepted practices and new and emerging practices when solving real-world information technology problems in the industry.
- Our graduates will be able to exhibit teamwork and effective communication skills.
- Our graduates will be able to ethically and appropriately apply knowledge of societal impacts of information technology in the course of career-related activities.

Accelerated Master of Science in Information Technology and Master of Science in Cybersecurity Management Options

If you are interested in earning both a bachelor's degree and a master's degree, consider the accelerated options for either the Master of Science in Information Technology or Master of Science in Cybersecurity Management. Refer to the Policies (p. 65) section for details.

Program Length

The Bachelor of Science in Cybersecurity program consists of a minimum of 180 quarter credit hours. The duration of the program depends on transfer credit. Any combination of prior learning credit will not exceed 75 percent of the credits required for the degree. You are responsible for providing the University with an official copy of all transcripts for prior college credit. Refer to the First-Term Responsibilities (p. 20) section for additional information. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Technology Skills: Apply current technical tools and methodologies to secure systems.
2. Client Specifications: Analyze users' security issues.
3. System Specifications: Design secure information systems.
4. Technology Analysis: Evaluate information security trends, practices, and products.
5. Security Analysis: Measure and assess risk management practices and policies for an enterprise network.
6. Design and Develop: Maintain confidentiality, integrity, and availability of information systems.
7. Professional Development: Demonstrate an understanding of the importance of professional development in the field of cybersecurity.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

Students may be eligible to transfer into the Bachelor of Science in Information Technology program from the Bachelor of Science in Cybersecurity.

Accelerated Master of Science in Cybersecurity Management Option

If you are enrolled in the University's Bachelor of Science in Cybersecurity program and are interested in continuing on to pursue the University's Master of Science in Cybersecurity Management, you may matriculate into a shortened version of the graduate program.

Upon successful completion of the Bachelor of Science in Cybersecurity program, you may apply for entry to the University's Master of Science in Cybersecurity Management program. If accepted and you meet the requirements for the accelerated Master of Science in Cybersecurity Management option, you may have the following courses waived:

Code	Title	Credits
IT530	Computer Networks	4
IT537	Introduction to Cybersecurity	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT550	Computer Forensics and Investigations	4

In order to qualify for the accelerated Master of Science in Cybersecurity Management option, you must meet the following criteria:

1. Complete your undergraduate coursework in the information technology or cybersecurity program with a minimum cumulative GPA of 3.2.
2. Complete the following courses and obtain a grade of "B" or better in each course (waiver of graduate courses noted above varies based on completion of specific courses listed below):

Code	Title	Credits
IT234	Database Concepts	5
IT262	Certified Ethical Hacking I	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT301	Project Management I	6
IT316	Computer Forensics	6
IT350	Advanced Database Concepts	6

IT375	Windows Enterprise Administration	6
IT395	Certified Ethical Hacking II	6
IT401	Project Management II	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT460	Systems Analysis and Design	6
IT484	Cybersecurity Policies	6

Accelerated Master of Science in Information Technology Option

If you are enrolled in the University's Bachelor of Science in Information Technology program and are interested in continuing on to pursue the University's Master of Science in Information Technology, you may matriculate into a shortened version of the graduate program.

Upon successful completion of the Bachelor of Science in Information Technology program, you may apply for entry to the University's Master of Science in Information Technology program. If accepted and you meet the requirements for the accelerated Master of Science in Information Technology option, you may have the following courses waived:

Code	Title	Credits
IT510	System Analysis and Design	4
IT511	Information Systems Project Management	4
IT526	SQL Query Design	4
IT530	Computer Networks	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT550	Computer Forensics and Investigations	4

In order to qualify for the accelerated Master of Science in Information Technology option, you must meet the following criteria:

1. Complete your undergraduate coursework in the information technology or cybersecurity program with a minimum cumulative GPA of 3.2.
2. Complete the following courses and obtain a grade of "B" or better in each course (waiver of graduate courses noted above varies based on completion of specific courses listed below):

Code	Title	Credits
IT234	Database Concepts	5
IT262	Certified Ethical Hacking I	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT301	Project Management I	6
IT316	Computer Forensics	6
IT350	Advanced Database Concepts	6
IT375	Windows Enterprise Administration	6
IT395	Certified Ethical Hacking II	6
IT401	Project Management II	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT460	Systems Analysis and Design	6
IT484	Cybersecurity Policies	6

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CM241	Foundations of Technical Communication	2
CS204	Professional Presence	3
MM212	College Algebra	5
MM250	Discrete Mathematics	5
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		40

Major Requirements		
IT104	Introduction to Cybersecurity	5
IT262	Certified Ethical Hacking I	5
IT273	Networking Concepts	5
IT275	Linux System Administration	5
IT277	Certified Information Systems Security Professional I	5
IT279	Certified Information Systems Security Professional II	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
MT140	Introduction to Management	5
IT316	Computer Forensics	6
IT331	Technology Infrastructure	6
IT374	Linux Security	6
IT388	Routing and Switching I	6
IT390	Intrusion Detection and Incidence Response	6
IT395	Certified Ethical Hacking II	6
IT400	Ethics in Cybersecurity	6
IT410	Certified Information Systems Security Professional III	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT484	Cybersecurity Policies	6
IT479	Bachelor's-Level Cybersecurity Internship	6
or IT497	Bachelor's Capstone in Cybersecurity	
Total Major Requirements		117
Open Elective Requirements		
100/200 Level	Open Elective	5
300/400 Level	Open Electives	18
Total Open Elective Requirements		23
TOTAL CREDITS		180

Bachelor of Science in Finance

Description and Outcomes

The Bachelor of Science in Finance program focuses on helping students gain technical knowledge and skills in a range of financial areas. You should develop an understanding of the factors that influence financial decision making and are provided with opportunities to develop and implement your critical thinking skills to solve in-depth financial problems.

The general program is designed to aid you in the development of specific skills in the areas of financial planning, corporate finance, banking, real estate, financial markets, and investment management. You have the option to select from one of the five concentrations. Completion of this program may be especially beneficial if you wish to pursue opportunities in corporate finance or a variety of financial service sector occupations.

Concentrations

This program includes five concentrations: investments, wealth management, real estate, general finance, and an accelerated Master of Science in Finance (MSF) option. Refer to the Progression Requirements section for details.

If you have not completed AC116 Accounting II, BU204 Macroeconomics, or MT217 Finance as part of your undergraduate program, but meet all other criteria, your acceptance to the accelerated option is at the discretion of the Dean of the School of Business and Information Technology.

Program Length

The Bachelor of Science in Finance program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Perform financial analysis using quantitative concepts and techniques.
2. Interpret financial statements and ratios.
3. Examine investment and financial risk.
4. Analyze financial theory and practices.
5. Apply legislation, regulations, and principles of practice to financial scenarios.
6. Communicate professionally through writing and presentations with stakeholders.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

Accelerated Master of Science in Finance (MSF) Option

If you are enrolled in the Bachelor of Science in Finance program and are interested in continuing on to pursue a Purdue Global Master of Science in Finance (MSF), you may matriculate into a shortened version of the graduate program.

Upon successful completion of the Bachelor of Science in Finance program, and if you meet the below criteria, you may apply for entry to the University's MSF program and will have the following MSF courses waived:

Code	Title	Credits
GF510	Risk Analysis and Management	4
GF570	Portfolio Management	4
GB540	Economics for Global Decision Makers	4

In order to qualify for the accelerated MSF option, you must meet the following criteria:

1. Complete your undergraduate coursework in the Bachelor of Science in Finance program with a minimum cumulative GPA of 3.20.
2. Complete the following courses and obtain a grade of "B" or better in each course:

Code	Title	Credits
AC114	Accounting I	5
AC116	Accounting II	5
BU204	Macroeconomics	5
BU224	Microeconomics	5
MT217	Finance	5
MT480	Corporate Finance	6
MT481	Financial Markets	6
MT482	Financial Statement Analysis	6

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified.

Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
AC114	Accounting I	5
AC116	Accounting II	5
BU204	Macroeconomics	5
BU224	Microeconomics	5
MM255	Business Math and Statistical Measures	5
MT140	Introduction to Management	5
MT217	Finance	5
MT219	Marketing	5
LS311	Business Law	6
MM305	Business Statistics and Quantitative Analysis	6
MT302	Organizational Behavior	6
MT480	Corporate Finance	6
MT481	Financial Markets	6
MT482	Financial Statement Analysis	6
MT483	Investments	6
300/400 Level	Major Electives (see below)	18
FI490	Bachelor's Internship in Finance	6

or FI499	Bachelor's Capstone in Finance	
Total Major Requirements		106
Open Elective Requirements		
100/200 Level	Open Elective	5
300/400 Level	Open Electives	36
Total Open Elective Requirements		41
TOTAL CREDITS		180

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Accelerated Master of Science in Finance Option

Code	Title	Credits
MT422	Portfolio Management	6
MT424	Introduction to Derivatives and Risk Management	6
MT421	Financial Planning	6
or MT445	Managerial Economics	
TOTAL CREDITS		18

General Finance

Code	Title	Credits
Select three of the following:		
MT361	Foundations of Real Estate Practice	
MT421	Financial Planning	
MT422	Portfolio Management	
MT423	Asset Allocation and Risk Management	
MT424	Introduction to Derivatives and Risk Management	
MT426	Principles of Risk Management and Insurance	
MT431	Real Estate Finance and Ethics	
MT432	Real Estate Law	
MT445	Managerial Economics	
MT453	Professional Selling	
TOTAL CREDITS		18

Investments

Code	Title	Credits
MT422	Portfolio Management	6
MT423	Asset Allocation and Risk Management	6
MT424	Introduction to Derivatives and Risk Management	6
TOTAL CREDITS		18

Real Estate

Code	Title	Credits
MT361	Foundations of Real Estate Practice	6
MT431	Real Estate Finance and Ethics	6
MT432	Real Estate Law	6
TOTAL CREDITS		18

Wealth Management

Code	Title	Credits
MT421	Financial Planning	6
MT422	Portfolio Management	6
MT426	Principles of Risk Management and Insurance	6
<hr/>		
TOTAL CREDITS		18

Bachelor of Science in Information Technology

Description and Outcomes

The objective of the Bachelor of Science in Information Technology program is to help you prepare for career advancement in the information technology field by providing the technical knowledge, and communication, critical thinking, and creative skills relevant to the modern workplace. The degree program is designed to help you develop a working knowledge of information technology (IT) concepts, tools, and methods as well as the leading-edge technologies needed to design information systems. In addition, courses teach you how to apply technical competencies to solve business problems. Whether your immediate educational goals are satisfied by the completion of a bachelor's degree or you are planning to pursue study in the information technology field beyond the baccalaureate level, this degree program may be for you.

The following program educational objectives are approved by information technology faculty and the Advisory Board:

- Our graduates will be able to evaluate and apply current IT best practices when solving real-world problems in complex IT environments.
- Our graduates will be able to demonstrate their ability to work within diverse teams, and to use effective written and oral communication skills when analyzing and designing IT solutions.
- Our graduates will be able to assess the impact of information technology on business processes and apply effective and ethically sound solutions locally and globally.

Concentrations

You can personalize your degree in IT by focusing electives on a particular concentration. Concentrations generally consist of three or more courses and allow you to concentrate on your individual career interests. When enrolling in the Bachelor of Science in Information Technology, you must select from the following concentrations: IT management, network administration, information security and assurance, or programming and software development.

ExcelTrack Option

The ExcelTrack option for the Bachelor of Science in Information Technology is designed to allow students with applicable skills, professional experience, and self-direction to accelerate their pace toward earning their degree. In the ExcelTrack option, there are no required weekly assignments or class hours per course—just one final comprehensive project. Students can skip material they know and focus on what they need to learn to master course outcomes. With a few rare exceptions, ExcelTrack courses are divided into small one-credit courses that allow flexible course loads each term. ExcelTrack uses a term-based tuition model: the more courses students complete per term, the greater their cost savings. To determine if ExcelTrack is a good fit for you, speak to your University representative. For more information on the policies governing ExcelTrack programs, see the academic policy (p. 6) section of the Catalog.

Accelerated Master of Science in Information Technology and Master of Science in Cybersecurity Management Options

If you are interested in earning both a bachelor's degree and a master's degree, consider the accelerated options for either the Master of Science in Information Technology or Master of Science in Cybersecurity Management. Refer to the Policies (p. 71) section for details.

Program Length

The Bachelor of Science in Information Technology program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Technology Skills: Apply current technical tools and methodologies to solve problems.
2. Client Specifications: Analyze users' technical issues.
3. System Specifications: Design information systems.
4. Technology Analysis: Evaluate IT trends, practices, and products.
5. Business Analysis: Evaluate the potential impact of information systems and technology on business processes.
6. Project Management: Apply project management practices, tools, and methods.
7. Professional Development: Recognize the ethical considerations for IT professionals locally and globally as they develop in their careers.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 55) and the Policy Information (p. 6) section for general Purdue Global policies.

Admissions Requirements

Upon enrollment in the Bachelor of Science in Information Technology, you are required to select a concentration.

Accelerated Master of Science in Cybersecurity Management Option

If you are enrolled in the University's Bachelor of Science in Information Technology program and are interested in continuing on to pursue the University's Master of Science in Cybersecurity Management, you may matriculate into a shortened version of the graduate program.

Upon successful completion of the Bachelor of Science in Information Technology program, you may apply for entry to the University's Master of Science in Cybersecurity Management program. If accepted and

you meet the requirements for the accelerated Master of Science in Cybersecurity Management option, you may have the following courses waived:

Code	Title	Credits
IT530	Computer Networks	4
IT537	Introduction to Cybersecurity	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT550	Computer Forensics and Investigations	4

In order to qualify for the accelerated Master of Science in Cybersecurity Management option, you must meet the following criteria:

1. Complete your undergraduate coursework in the information technology or cybersecurity program with a minimum cumulative GPA of 3.2.
2. Complete the following courses and obtain a grade of "B" or better in each course (waiver of graduate courses noted above varies based on completion of specific courses listed below):

Code	Title	Credits
IT234	Database Concepts	5
IT262	Certified Ethical Hacking I	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT301	Project Management I	6
IT316	Computer Forensics	6
IT350	Advanced Database Concepts	6
IT375	Windows Enterprise Administration	6
IT395	Certified Ethical Hacking II	6
IT401	Project Management II	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT460	Systems Analysis and Design	6
IT484	Cybersecurity Policies	6

Accelerated Master of Science in Information Technology Option

If you are enrolled in the University's Bachelor of Science in Information Technology program and are interested in continuing on to pursue the University's Master of Science in Information Technology, you may matriculate into a shortened version of the graduate program.

Upon successful completion of the Bachelor of Science in Information Technology program, you may apply for entry to the University's Master of Science in Information Technology program. If accepted and you meet the requirements for the accelerated Master of Science in Information Technology option, you may have the following courses waived:

Code	Title	Credits
IT510	System Analysis and Design	4
IT511	Information Systems Project Management	4
IT526	SQL Query Design	4
IT530	Computer Networks	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4

IT550	Computer Forensics and Investigations	4
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In order to qualify for the accelerated MSIT option, you must meet the following criteria:

1. Complete your undergraduate coursework in the information technology or cybersecurity program with a minimum cumulative GPA of 3.2.
2. Complete the following courses and obtain a grade of "B" or better in each course (waiver of graduate courses noted above varies based on completion of specific courses listed below):

Code	Title	Credits
IT234	Database Concepts	5
IT262	Certified Ethical Hacking I	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT301	Project Management I	6
IT316	Computer Forensics	6
IT350	Advanced Database Concepts	6
IT375	Windows Enterprise Administration	6
IT395	Certified Ethical Hacking II	6
IT401	Project Management II	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT460	Systems Analysis and Design	6
IT484	Cybersecurity Policies	6

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
MM212	College Algebra	5
Arts and Humanities (select one of the following): 5		
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following): 5		
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following): 5		
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM241	Foundations of Technical Communication	2
IT117	Website Development	5
IT133	Microsoft Office Applications on Demand	5
IT163	Database Concepts Using Microsoft Access	5
IT190	Information Technology Concepts	5
IT213	Software Development Concepts	5
IT232	Software Design and Development Concepts	5
IT234	Database Concepts	5
IT273	Networking Concepts	5
IT286	Network Security Concepts	5
MM250	Discrete Mathematics	5
MT140	Introduction to Management	5
IT301	Project Management I	6
IT302	Human Computer Interaction	6
IT331	Technology Infrastructure	6
IT332	Principles of Information Systems Architecture	6
IT350	Advanced Database Concepts	6
IT402	IT Consulting Skills	6
IT460	Systems Analysis and Design	6
IT489	Bachelor's-Level Information Technology Internship	6

or IT499	Bachelor's Capstone in Information Technology	
Total Major Requirements		105
Open Elective Requirements		
Open Electives (see below)		42
Total Open Elective Requirements		42
TOTAL CREDITS		180

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Information Security and Assurance

Code	Title	Credits
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT316	Computer Forensics	6
IT390	Intrusion Detection and Incidence Response	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
TOTAL CREDITS		34

IT Management

Code	Title	Credits
Select four of the following: 21-24		
IT262	Certified Ethical Hacking I	
IT277	Certified Information Systems Security Professional I	
IT279	Certified Information Systems Security Professional II	
IT303	Application Development, Virtualization, and the Cloud	
IT374	Linux Security	
IT375	Windows Enterprise Administration	
IT390	Intrusion Detection and Incidence Response	
IT395	Certified Ethical Hacking II	
IT401	Project Management II	
IT410	Certified Information Systems Security Professional III	
IT411	Digital Forensics	
IT412	Information Systems Security	
IT471	Routing and Switching II	
TOTAL CREDITS		21-24

Network Administration

Code	Title	Credits
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT375	Windows Enterprise Administration	6
IT388	Routing and Switching I	6
IT471	Routing and Switching II	6
TOTAL CREDITS		28

Programming and Software Development

Code	Title	Credits
IT391	Advanced Software Development Including Web and Mobility	6
IT481	Advanced Software Development	6
IT488	Software Product Development Using Agile	6
TOTAL CREDITS		18

ExcelTrack Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	
CM107M1	Understanding What You Read - A Pathway to Reading and Writing Success	1
CM107M2	Using Language Appropriate to Audience and Writing Situation	1
CM107M3	Writing an Effective Academic Essay	1
CM107M4	Locating, Integrating, and Citing Reliable and Relevant Sources	1
CM107M5	Writing Effective Professional Documents	1
CM220	College Composition II	
CM220M1	Defining Effective Communication in Different Contexts	1
CM220M2	Constructing Logical Arguments	1
CM220M3	Using Research to Support Academic and Professional Assertions	1
CM220M4	Articulating a Strong Written Argument	1
CM220M5	Communicating Solutions With Digital Media	1
CS204	Professional Presence	
CS204M1	Maintaining a Professional Presence	1
CS204M2	Professional Communication Skills and Online Presence	1
CS204M3	Professional Culture and Career Marketability	1
Arts and Humanities Elective ¹		
HU245	Ethics	
HU245M1	Theories of Morality	1
HU245M2	Bioethics	1
HU245M3	Social Ethics	1
HU245M4	Business Ethics	1
HU245M5	Environmental Ethics	1
MM212	College Algebra	
MM212M1	Factoring and Polynomials	1
MM212M2	Analyzing Rational and Radical Expressions	1
MM212M3	Solving Linear Equations and Graphing	1
MM212M4	Solving Quadratic Equations	1
MM212M5	Solving Exponential and Logarithmic Equations	1
Science Elective ¹		

SC200	Discovering Science—Current Issues in a Changing World	
SC200M1	Basic Scientific Principles and Their Limitations	1
SC200M2	Scientific Concepts Across Disciplines	1
SC200M3	How Science and Life Work Together	1
SC200M4	Technology Throughout History	1
SC200M5	Applying Science Day to Day	1
Social Science Elective ¹		
SS211	The 1960s—Reshaping the American Dream	
SS211M1	The 1960s - Setting the Stage	1
SS211M2	The 1960s - A Brave New World	1
SS211M3	The 1960s - Building a Movement	1
SS211M4	The 1960s - Governing in Turbulent Times	1
SS211M5	The 1960s - Striving Toward Equality	1
Total Core Requirements		33
Major Requirements		
CM241	Foundations of Technical Communication	
CM241M1	Applying Technical Communication Skills to Various Contexts	1
CM241M2	Using Digital Media Tools for Various Audiences	1
IT111	Programming Concepts	
IT111M1	Elements of Object Programming	1
IT111M2	Parameters and Arguments	1
IT111M3	Iteration, Assignment, and Decision-Making	1
IT111M4	Functions	1
IT111M5	Storyboards for Design	1
IT117	Website Development	
IT117M1	Website Project Planning	1
IT117M2	HTML and Images	1
IT117M3	CSS and HTML	1
IT117M4	HTML Forms	1
IT117M5	Constructing Functional Websites	1
IT133	Microsoft Office Applications on Demand	
IT133M1	Operating System and Services	1
IT133M2	Word Processing Skills	1
IT133M3	Spreadsheet Skills	1
IT133M4	Computer Presentation Skills	1
IT133M5	Software Solutions and Analysis	1
IT163	Database Concepts Using Microsoft Access	
IT163M1	Effective Design Concepts	1
IT163M2	Relational Databases	1
IT163M3	Database Forms	1
IT163M4	Structured Query Language	1
IT163M5	Database Reports	1
IT190	Information Technology Concepts	
IT190M1	Hardware Components	1
IT190M2	Software Applications	1
IT190M3	System Software	1
IT190M4	Computer Network Components	1

IT190M5	Computer and Network Security	1	IT331M5	Global Interconnectedness in Technology Infrastructure	1
IT234	Database Concepts		IT331M6	Network Security Design	1
IT234M1	Database Management Concepts	1	IT332	Principles of Information Systems Architecture	
IT234M2	Data Definition Language	1	IT332M1	Binary Language	1
IT234M3	Data Manipulation Language	1	IT332M2	The Computer as a System	1
IT234M4	Advanced SQL	1	IT332M3	System Architecture Components	1
IT234M5	Analytical and Non-Relational Database Alternatives	1	IT332M4	Data Communication and Networking	1
IT273	Networking Concepts		IT332M5	Data Storage and Protection	1
IT273M1	Networking Concepts	1	IT332M6	Computer Operating Systems	1
IT273M2	Networked Environments	1	IT402	IT Consulting Skills	
IT273M3	Data Transmission	1	IT402M1	Consulting and Ethics	1
IT273M4	Wide Area Networks and Wireless Technologies	1	IT402M2	Time and Resource Management	1
IT273M5	Global Interconnectedness	1	IT402M3	Interpersonal Skills	1
IT286	Network Security Concepts		IT402M4	Consulting History and Global Views	1
IT286M1	Risk Assessment and Network Monitoring	1	IT402M5	The Consulting Project Proposal	1
IT286M2	Device and Infrastructure Security	1	IT402M6	Persuasive Presentations	1
IT286M3	Protections Measures	1	IT460	System Analysis and Design	
IT286M4	Cryptography	1	IT460M1	Information Systems Concepts	1
IT286M5	Security Awareness and Enforcement	1	IT460M2	Developing Logical Systems Models	1
MM250	Discrete Mathematics		IT460M3	Object Modeling	1
MM250M1	Numbers and Logical Reasoning	1	IT460M4	Development Strategies	1
MM250M2	Counting Techniques and Probability	1	IT460M5	Systems Architecture	1
MM250M3	Sets, Sequences, and Series	1	IT460M6	Systems Implementation	1
MM250M4	Graph Theory and Trees	1	IT489	Bachelor's-Level Information Technology Internship	6
MM250M5	Transition Diagrams	1	or IT499	Bachelor's Capstone in Information Technology	
MT140	Introduction to Management		Total Major Requirements		94
MT140M1	Solving Management Problems	1	ExcelTrack Elective Requirements ²		
MT140M2	Management Skills	1	IT278	Network Administration	
MT140M3	Change Management	1	IT278M1	Network Operating Systems	1
MT140M4	Global Management Skills	1	IT278M2	Network Access Administration	1
MT140M5	Ethics in Management	1	IT278M3	Active Directory Configuration	1
IT301	Project Management I		IT278M4	TCP/IP, DNS, and DHCP Configuration	1
IT301M1	Project Management Framework	1	IT278M5	Virtualization Management	1
IT301M2	Triple Constraints Management	1	IT283	Networking with TCP/IP	
IT301M3	Project Risk and Resource Management	1	IT283M1	TCP/IP, IPv4 and IPv6 Addressing, and Basic IP Packet Structures	1
IT301M4	Project Execution Management	1	IT283M2	Lower Layer Protocols	1
IT301M5	Project Management Ethics and Integrity	1	IT283M3	IPv6 Neighbor Discovery, Addressing, and Name Resolution	1
IT301M6	Project Management Global Interconnectedness	1	IT283M4	TCP/IP Transport Layer Protocols	1
IT302	Human Computer Interaction		IT283M5	IPv4 and IPv6 Comparison	1
IT302M1	HCI Theories and Principles	1	IT316	Computer Forensics	
IT302M2	HCI Principles and the Discovery Process	1	IT316M1	Computers and Criminal Behavior	1
IT302M3	Text and Typography in Design	1	IT316M2	Computer Forensics as a Profession	1
IT302M4	Auditory Components	1	IT316M3	Computer Forensics Processes	1
IT302M5	Haptics	1	IT316M4	Data Acquisition Methods	1
IT302M6	Interface Design	1	IT316M5	Computer Forensics Tools	1
IT331	Technology Infrastructure		IT316M6	Data Analysis and Validation Techniques	1
IT331M1	Networking Skills for Project Success	1	IT375	Windows Enterprise Administration	
IT331M2	Key Infrastructure Components	1	IT375M1	Windows Server Installation	1
IT331M3	IT Infrastructure Planning	1			
IT331M4	Wide Area Network Technologies	1			

IT375M2	Windows Server Advanced Configuration	1
IT375M3	Windows Server Active Directory Configuration	1
IT375M4	Network Services and Components	1
IT375M5	Network Policy	1
IT375M6	Security Functions	1
IT388	Routing and Switching I	
IT388M1	Network Routing and Switching Concepts	1
IT388M2	IP Addressing Concepts	1
IT388M3	Router and Switching Configurations	1
IT388M4	Network Routing Protocols	1
IT388M5	VLAN Design	1
IT388M6	Routing and Switching Proposals	1
IT390	Intrusion Detection and Incidence Response	
IT390M1	Principles and Concepts	1
IT390M2	Comparing Intrusion Detection Systems	1
IT390M3	Responding to Threats	1
IT390M4	Installing and Examining Intrusion Detection Systems	1
IT390M5	Security Analytics	1
IT390M6	Incident Response Strategies	1
IT411	Digital Forensics	
IT411M1	Digital Forensic Concepts and Techniques	1
IT411M2	Securing Digital Evidence	1
IT411M3	Examining Forensic Data	1
IT411M4	Audits and Investigations	1
IT411M5	Analyzing System Files and Artifacts	1
IT411M6	Current Practices and Trends	1
IT412	Information Systems Security	
IT412M1	Information Security Concepts	1
IT412M2	System Vulnerability and Threats	1
IT412M3	Cryptography Techniques	1
IT412M4	Operational Security and Incident Planning	1
IT412M5	Disaster Recovery Planning	1
IT412M6	Network Security Policies and Procedures	1
IT441	Directed Students, School of Information Technology	1
IT471	Routing and Switching II	
IT471M1	IP Addressing Schemes	1
IT471M2	Routing and Switching Configuration	1
IT471M3	Advanced Routing and Switching Concepts	1
IT471M4	Network Design	1
IT471M5	Disaster Recovery with WANs	1
IT471M6	Network Health	1
Total ExcelTrack Elective Requirements		53
TOTAL CREDITS		180

¹ Eligible prior learning credit can fulfill Core Electives.

² Eligible prior learning credit can replace ExcelTrack Electives.

Associate of Applied Science in Accounting

Description and Outcomes

The objective of the Associate of Applied Science in Accounting program is to prepare you with knowledge of accounting theories and principles relevant to the application of accounting functions in business. You will have the opportunity to gain the necessary knowledge and skills to help you enter the field of accounting and pursue career advancement.

Course content includes the application of accounting principles, payroll processing procedures, financial statement preparation, and tax preparation according to federal and state regulations. Computer software relevant to the accounting field is emphasized throughout the program. The curriculum teaches you to utilize accounting software applications, and analyze, record, and interpret accounting information based upon industry guidelines.

Program Length

The Associate of Applied Science in Accounting program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Regulations: Recognize the impact of state and federal laws and regulations on business.
2. Management: Define the various tasks and responsibilities of managers in the organization.
3. Control: Recognize basic financial and accounting data that influence business activities.
4. Finance: Analyze financial data and demonstrate the ability to make informed financial decisions.
5. Accounting Solutions: Identify solutions to various accounting business demands by applying Generally Accepted Accounting Principles (GAAP).
6. Technology: Use technology and software applications appropriate to the business environment.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 55) and the Policy Information (p. 6) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Select one of the following:		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		20
Major Requirements		
AB114	Accounting I	5
AB116	Accounting II	5
AB140	Introduction to Management	5
AB217	Finance	5
AB219	Marketing	5
AB224	Microeconomics	5
AB239	Managerial Accounting	5

AB256	Federal Tax	5
CS113	Academic Strategies for the Business Professional ¹	5
or CS121	Pathways to Academic Success	
IT133	Microsoft Office Applications on Demand	5
MM255	Business Math and Statistical Measures	5
AB298	Associate's Capstone in Accounting	5
Total Major Requirements		60
Open Elective Requirements		
Open Electives		10
Total Open Elective Requirements		10
TOTAL CREDITS		90

¹ Online students will take the program-specific Academic Strategies course.

Associate of Applied Science in Business Administration

Description and Outcomes

The objective of the Associate of Applied Science in Business Administration program is to prepare you with the knowledge, technical skills, and work habits to pursue positions in a variety of business fields. The curriculum is designed to provide a solid foundation in management and helps you develop teamwork and leadership skills as well as the ability to motivate people and communicate effectively. Decision-making and problem solving skills are also emphasized.

Concentrations

You can personalize your degree in business administration by choosing a concentration. Concentrations consist of four 100- or 200-level courses and allow you to concentrate on your career interests.

Program Length

The Associate of Applied Science in Business Administration program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Regulations: Recognize the impact of state and federal laws and regulations on business.
2. Management: Define the various tasks and responsibilities of managers in organizations.
3. Marketing: Discuss marketing principles used in business strategies.
4. Technology: Use technology and software applications appropriate to business environments.
5. Business Principles: Apply basic economic, finance, and accounting principles to organizational environments.
6. Career Skills: Analyze career skills in the field of business and management.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Upon enrollment in the Associate of Applied Science in Business Administration, you are required to select a concentration. If you are

interested in completing a custom concentration, you may be required to complete the Concentration Application prior to enrollment. You may only enroll in the custom concentration option if you have previously completed a specific set of courses approved by the Dean of the School of Business and Information Technology through an articulation arrangement.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
AB113	Accounting for Nonaccounting Majors	5
or AB114	Accounting I	
AB140	Introduction to Management	5
AB217	Finance	5
AB219	Marketing	5
AB224	Microeconomics	5
CS113	Academic Strategies for the Business Professional ¹	5
or CS121	Pathways to Academic Success	
MM255	Business Math and Statistical Measures	5
100/200 Level	Concentration Courses (see below)	20
AB290	Associate's Internship in Management	5

or AB299	Associate's Capstone in Management	
Total Major Requirements		60
Open Elective Requirements		
Open Electives		15
TOTAL CREDITS		90

¹ Online students will take the program-specific Academic Strategies course.

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Business

Code	Title	Credits
AB116	Accounting II	5
AB204	Macroeconomics	5
AB209	Small Business Management	5
or AB220	Global Business	
IT133	Microsoft Office Applications on Demand	5
TOTAL CREDITS		20

Customer Service

Code	Title	Credits
AB202	Building Customer Sales and Loyalty	5
AB221	Customer Service	5
CM206	Interpersonal Communications	5
CM214	Public Speaking for the Professional	5
TOTAL CREDITS		20

Entrepreneurship

Code	Title	Credits
AB202	Building Customer Sales and Loyalty	5
AB207	Starting a Business	5
AB209	Small Business Management	5
AB221	Customer Service	5
TOTAL CREDITS		20

Health Club Operations

Code	Title	Credits
AB221	Customer Service	5
EF205	Scientific Foundations of Exercise and Fitness	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
TOTAL CREDITS		20

Hospitality Management

Code	Title	Credits
AB117	Global Hospitality	5
AB206	Hotel Management and Operations	5
AB213	Food and Beverage Management	5

AB223	Convention Sales and Services	5
TOTAL CREDITS		20

Information Processing

Code	Title	Credits
CM115	Communication - Concepts and Skills	5
IT133	Microsoft Office Applications on Demand	5
IT153	Spreadsheet Applications	5
IT163	Database Concepts Using Microsoft Access	5
TOTAL CREDITS		20

Meeting and Event Planning

Code	Title	Credits
AB213	Food and Beverage Management	5
AB223	Convention Sales and Services	5
AB230	Foundations of Conference and Event Planning	5
AB270	Advanced Meeting Planning	5
TOTAL CREDITS		20

Office Management

Code	Title	Credits
AB221	Customer Service	5
AB230	Foundations of Conference and Event Planning	5
CM206	Interpersonal Communications	5
IT133	Microsoft Office Applications on Demand	5
TOTAL CREDITS		20

Retail Management

Code	Title	Credits
AB102	Principles of Retailing	5
AB202	Building Customer Sales and Loyalty	5
AB209	Small Business Management	5
AB221	Customer Service	5
TOTAL CREDITS		20

Sales

Code	Title	Credits
AB221	Customer Service	5
CM206	Interpersonal Communications	5
CM214	Public Speaking for the Professional	5
IT133	Microsoft Office Applications on Demand	5
TOTAL CREDITS		20

Small Business Management

Code	Title	Credits
AB122	Payroll Accounting	5
AB209	Small Business Management	5
or AB220	Global Business	
AB221	Customer Service	5

IT133	Microsoft Office Applications on Demand	5
TOTAL CREDITS		20

Associate of Applied Science in Information Technology

Description and Outcomes

The Associate of Applied Science in Information Technology program is designed to prepare you with the general education, applied knowledge, technical skills, and communication skills to pursue a wide range of entry-level positions in the information technology field including the areas of general IT, programming and software development, and networking. Courses help you develop the foundational skills to install and maintain computer networks, troubleshoot hardware and software problems, manage databases, and develop web pages.

Program Length

The Associate of Applied Science in Information Technology program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Technical Skills: Use technical skills and methods to solve problems.
2. Client Specifications: Explore users' technical needs.
3. Application: Construct information technology solutions.
4. Knowledge: Understand technology trends, practices, and products.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Upon enrollment in the Associate of Applied Science in Information Technology, you are required to select a concentration.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or

professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
MM212	College Algebra	5
Total Core Requirements		18
Major Requirements		
IT133	Microsoft Office Applications on Demand	5
IT190	Information Technology Concepts	5
IT213	Software Development Concepts	5
IT261	Desktop Administration	5
IT273	Networking Concepts	5
IT296	Associate's-Level Information Technology Internship	5
	or IT299 Associate's Capstone in Information Technology	
Total Major Requirements		30
Open Elective Requirements		
Open Electives (see below)		42
Total Open Elective Requirements		42
TOTAL CREDITS		90

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

IT Generalist

Code	Title	Credits
AB140	Introduction to Management	5
CM241	Foundations of Technical Communication	2
IT117	Website Development	5
IT163	Database Concepts Using Microsoft Access	5
IT234	Database Concepts	5
TOTAL CREDITS		22

Programming and Software Development

Code	Title	Credits
AB140	Introduction to Management	5
CM241	Foundations of Technical Communication	2
IT117	Website Development	5
IT163	Database Concepts Using Microsoft Access	5
IT232	Software Design and Development Concepts	5
IT234	Database Concepts	5
TOTAL CREDITS		27

Networking

Code	Title	Credits
IT117	Website Development	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT388	Routing and Switching I	6
IT471	Routing and Switching II	6
TOTAL CREDITS		32

Associate of Applied Science in Small Group Management

Description and Outcomes

If you are currently an active-duty servicemember in the U.S. Army, the Associate of Applied Science in Small Group Management could help further your educational and career goals. The curriculum focuses on the ability to effectively communicate with and manage others in a small group setting. This program builds in your prior military training to help you achieve an associate's degree.

The program provides a focus on small group management skills including: communication skills within small groups, managing conflict, risk management, ethical decision-making and problem solving, employee development, team synergy, and effective goal setting. The program includes a capstone experience designed to prepare you to effectively manage small groups within the military and could help you meet educational requirements for advancement in the military.

Program Length

The Associate of Applied Science in Small Group Management consists of a minimum of 90 quarter credit hours. You must complete a specific number of credit hours at Purdue Global. Refer to the Progression Requirements (p. 84) section for details. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Use communication skills effectively to achieve small group goals.
2. Apply conflict resolution strategies to conflicts within small groups to achieve group cohesion and collaboration.
3. Apply risk management, ethical decision-making, and problem solving management skills to achieve small group goals.
4. Apply employee development, team synergy-building, and goal-setting skills to achieve small group management goals and create teams.
5. Use small group management strategies to achieve group and organizational goals.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Enrollment in the Associate of Applied Science in Small Group Management is limited to active-duty servicemembers in the U.S. Army.

Progression Requirements

Prior to attempting your capstone course, you must have a military transcript on file that shows successful completion of the Army Basic Leader Course.

Graduation Requirements

Please refer to the general requirements (p. 50).

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
CM206	Interpersonal Communications	5
or HU245	Ethics	
Total Core Requirements		20
Major Requirements		
AB140	Introduction to Management	5
CS125	Academic Strategies for the Military Professional	2
100/200 Level	Business/Management Elective	5
100/200 Level	Small Group Management Electives	18

AB297	Associate's Capstone in Small Group Management	5
Total Major Requirements		35
Open Elective Requirements		
Open Electives		35
Total Open Elective Requirements		35
TOTAL CREDITS		90

Cisco Networks Postbaccalaureate Certificate

Description and Outcomes

The objective of the Cisco Networks Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions working with Cisco networks. The certificate program is designed to provide foundational knowledge of key information technology areas including network administration, TCP/IP protocols, and network routers and switches. You will configure and troubleshoot network routers and switches using live and simulated labs.

This certificate program could also help you prepare for the Cisco Certified Network Associate (CCNA) certification exam. Refer to the Certification, State Board, and National Board Exams (p. 86) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Cisco Networks Postbaccalaureate Certificate program consists of a minimum of 27 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Technology Skills: Apply current technical tools and methodologies to solve problems.
2. Client Specifications: Analyze users' technical issues.
3. System Specifications: Design information systems.
4. Technology Analysis: Evaluate IT trends, practices, and products.
5. Business Analysis: Evaluate the potential impact of information systems and technology on business processes.
6. Project Management: Apply project management practices, tools, and methods.
7. Professional Development: Demonstrate an understanding of the importance of professional development in the IT field.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the Cisco Certified Network Associate (CCNA) certification exam.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
IT273	Networking Concepts	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT388	Routing and Switching I	6
IT471	Routing and Switching II	6
Total Major Requirements		27
TOTAL CREDITS		27

Computer Forensics Postbaccalaureate Certificate

Description and Outcomes

The objective of the Computer Forensics Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions in the field of computer forensics. The certificate program is designed to provide foundational knowledge of key information technology areas including intrusion detection systems, incident response strategies, computer forensics, and forensic techniques. You will explore computer forensic software and study to gain proficiency in these programs.

This certificate program could also help you prepare for the CompTIA Network+, CompTIA Security+, and the EnCase Certified Examiner (EnCE) certification exams. Refer to the Certification, State Board, and National Board Exams (p. 87) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Computer Forensics Postbaccalaureate Certificate program consists of a minimum of 28 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Technology Skills: Apply current technical tools and methodologies to solve problems.
2. Client Specifications: Analyze users' technical issues.
3. System Specifications: Design information systems.
4. Technology Analysis: Evaluate IT trends, practices, and products.
5. Business Analysis: Evaluate the potential impact of information systems and technology on business processes.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the CompTIA Network+, CompTIA Security+, and EnCase Certified Examiner (EnCE) certification exams.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
IT273	Networking Concepts	5
IT286	Network Security Concepts	5
IT316	Computer Forensics	6
IT390	Intrusion Detection and Incidence Response	6
IT411	Digital Forensics	6
Total Major Requirements		28
TOTAL CREDITS		28

Human Resources Postbaccalaureate Certificate

Description and Outcomes

The objective of the Human Resources Postbaccalaureate Certificate program is to prepare you with the critical knowledge and skills to pursue entry-level positions in human resources. The certificate program is designed to provide foundational knowledge of key human resource areas including employee recruitment, employee training and development, compensation and reward systems, and employment law.

This certificate program could also help you prepare for the Professional in Human Resources (PHR) certification exam. Refer to the Certification, State Board, and National Board Exams (p. 88) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Human Resources Postbaccalaureate Certificate program consists of a minimum of 30 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Assess employee recruitment and hiring strategies.
2. Formulate a strategic training and development process.
3. Analyze an employer's responsibility for compliance with federal and state laws.
4. Explain methods for developing a total compensation strategy.
5. Explain a strategic approach to human resources.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or

professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon graduation, you may be eligible to take the Professional in Human Resources (PHR) certification exam.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
HR400	Employment and Staffing	6
HR410	Employee Training and Development	6
HR420	Employment Law	6
HR435	Compensation	6
HR485	Strategic Human Resource Management	6
Total Core Requirements		30
TOTAL CREDITS		30

Information Security Postbaccalaureate Certificate

Description and Outcomes

The objective of the Information Security Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions in the field of information security. The certificate program is designed to provide foundational knowledge of key information technology areas including network operating systems, network security, threat detection and response methods, disaster recovery planning, cryptography, and information security and risk management.

This certificate program could also help you prepare for the CompTIA Network+, CompTIA Security+, and Certified Information Systems Security Professional (CISSP) certification exams. Refer to the Certification, State Board, and National Board Exams (p. 89) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Information Security Postbaccalaureate Certificate program consists of a minimum of 21 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Technology Skills: Apply current technical tools and methodologies to solve problems.
2. Client Specifications: Analyze users' technical issues.
3. System Specifications: Design information systems.
4. Technology Analysis: Evaluate IT trends, practices, and products.
5. Business Analysis: Evaluate the potential impact of information systems and technology on business processes.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the CompTIA Network+, CompTIA Security+, and Certified Information Systems Security Professional (CISSP) certification exams.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
IT273	Networking Concepts	5
IT278	Network Administration	5
IT286	Network Security Concepts	5
IT412	Information Systems Security	6
Total Major Requirements		21
TOTAL CREDITS		21

Microsoft Operating Systems Postbaccalaureate Certificate

Description and Outcomes

The objective of the Microsoft Operating Systems Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions working with Microsoft operating systems. The certificate program is designed to provide foundational knowledge of key information technology areas including PC configuration and maintenance, desktop administration, network administration, and Active Directory configuration. You will explore Microsoft operating systems and study to gain proficiency in these systems.

This certificate program could also help you prepare for various Microsoft certification exams. Refer to the Certification, State Board, and National Board Exams (p. 90) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Microsoft Operating Systems Postbaccalaureate Certificate program consists of a minimum of 26 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. **Technology Skills:** Apply current technical tools and methodologies to solve problems.
2. **System Specifications:** Design information systems.
3. **Technology Analysis:** Evaluate IT trends, practices, and products.
4. **Business Analysis:** Evaluate the potential impact of information systems and technology on business processes.
5. **Project Management:** Apply project management practices, tools, and methods.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take various Microsoft certification exams.

Degree Plan Program Requirements

Code	Title	Credits
Major Requirements		
IT190	Information Technology Concepts	5
IT261	Desktop Administration	5
IT273	Networking Concepts	5
IT278	Network Administration	5
IT375	Windows Enterprise Administration	6
Total Major Requirements		26
TOTAL CREDITS		26

Programming and Software Development Postbaccalaureate Certificate

Description and Outcomes

The objective of the Programming and Software Development Postbaccalaureate Certificate program is to prepare you with the critical knowledge and technical skills to pursue entry-level positions in the field of programming and software development. The certificate program is designed to provide foundational knowledge of key information technology areas including software development, advanced programming, and advanced database concepts; and advanced software development and design strategies. You will explore various types of programming languages and study to gain proficiency.

This certificate program could also help you prepare for the CIW Associate Design Specialist certification exam.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Programming and Software Development Postbaccalaureate Certificate program consists of a minimum of 34 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Client and System Specifications: Use software development skills to create solutions that meet the needs of users and organizations.
2. Technology and Business Analysis: Evaluate IT trends and current best practices in software development to recommend the best product for each business process.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you are enrolled in the Programming and Software Development Postbaccalaureate Certificate, you will have the prerequisites of IT117 Website Development, IT234 Database Concepts, and IT302 Human Computer Interaction waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the CIW Web Foundation Series of Certifications.

Degree Plan Program Requirements

Code	Title	Credits
Major Requirements		
IT213	Software Development Concepts	5
IT232	Software Design and Development Concepts	5
IT350	Advanced Database Concepts	6
IT391	Advanced Software Development Including Web and Mobility	6
IT481	Advanced Software Development	6
IT488	Software Product Development Using Agile	6
Total Major Requirements		34
TOTAL CREDITS		34

School of Health Sciences

Mission Statement

The School of Health Sciences is committed to preparing our students to become contributing members of the rapidly evolving health professions and the communities they serve. The knowledge, skills, and abilities gained through the health sciences programs prepare students to become effective and professional communicators, analytical problem solvers, and to embrace the challenges of a diverse community. The curriculum combines these skills with industry-specific standards that enable graduates to excel in this honorable field of service.

General Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

International Students

If you are an international student, you cannot enroll in a School of Health Sciences program that requires a clinical placement without prior approval of the Dean. In addition, you must have an approved criminal background check on file with the University prior to the first day of your first term. You will also be required to take a second criminal background check prior to placement at a clinical, externship, or practicum site. You are responsible for the cost of the criminal background check.

Programs With a Required Clinical, Externship, or Practicum Experience

If you are unable to pass a criminal background check, you are not eligible to be fully enrolled in a School of Health Sciences program that requires completion of a clinical, externship, or practicum experience. Please refer to the Additional Requirements for Undergraduate Programs section under Admissions Requirements (p. 18). You will be required to complete a second criminal background check prior to placement at a clinical, externship, or practicum site if your initial background check will be more than 1 year old by the date your externship is completed, or if requested by the clinical site.

The University may require you to submit to a drug/chemical substance test at any time during the course of the program if there is evidence of impaired behavior that may pose a risk to patients, other students, or the education program. The requirement to submit to a drug/chemical substance test is based on an assessment of behavior that reflects possible drug use and/or impairment, and you will be required to cover all expenses incurred unless you live in the state of North Dakota, in which case, the University will cover the expenses. If applicable, you must provide a valid, verifiable, current prescription and evidence of appropriate medical supervision for medications that may affect your academic or clinical performance during your educational program. You will not be allowed to return to the externship site or participate in onsite clinical courses until drug testing results are presented to, reviewed, and approved by the program chair. If you refuse the test, the University will assume you are using drugs/alcohol, which is considered a conduct violation and subject to disciplinary action identified in the Student Conduct (p. 27) section. A positive drug test for a nonprescribed substance will lead to dismissal from a program that includes a clinical component.

Progression Requirements

General progression requirements for programs in the School of Health Sciences are noted below.

Bachelor's and Associate's Degree Programs

1. Transfer credit applied toward major School of Health Sciences courses must have been completed within 10 years of the start of your School of Health Sciences program. This provision may be waived at the discretion of the Dean of the program based on a review of submitted coursework or professional experience.
2. You must achieve a minimum grade of "S" (satisfactory) for the clinical components of courses.
3. You must provide required documentation for the clinical course, practicum, and externship placement including, but not limited to, health assessments and an application for clinical placement. Specific policies and procedures for submitting required documentation can be found in the appropriate Student Clinical Handbook. Failure to submit appropriate documentation by the deadline may result in a delay in placement for the clinical course, practicum, or externship and/or dismissal from the University.

Online Programs With a Required Clinical, Externship, or Practicum Experience

1. In the event that the University is unable to schedule you into the required externship, practicum, or clinical experience, there may be a delay between the time you end classes and begin the externship, practicum, or clinical experience. In this case, the Dean of the School of Health Sciences may grant an administrative leave of absence.
2. At the discretion of the University, externship, practicum, or clinical sites may be secured outside of your immediate residential area. You will be responsible for costs associated with transportation to the externship, practicum, or clinical site.
3. You are responsible for submitting any documents requested by clinical sites by the established deadline. Failure to submit documentation will lead to a delay in placement and could lead to a failed attempt with placement.
4. In the event that you have not met preclinical placement requirements, a one-term clinical leave of absence may be granted. The Clinical Placement Team must approve the request for a clinical leave of absence.
5. If you fail to meet the requirements of an arranged clinical placement after two attempts, you will be withdrawn from your academic program at the end of the current term.

Oregon Health Professions Requirements

Effective July 1, 2014, students completing certain types of clinical training in the state of Oregon are required to complete a standardized set of administrative requirements prior to beginning the clinical experience. These requirements include, but are not limited to, immunizations, screenings, and trainings listed by the Oregon Health Authority. Students are responsible for the costs associated with completion of these requirements. Additional information can be found on the Oregon Health Authority website. Health sciences and nursing students should work with the Clinical Placement Team to determine what requirements will need to be completed.

Accelerated Master's Degree Options

If you are enrolled in a School of Health Sciences bachelor's degree program and wish to continue on to pursue a School of Health Sciences

master's degree program, you may be eligible to take up to five graduate-level courses in place of open or major electives.

In order to qualify for an accelerated master's degree option, you must meet the following criteria:

1. Have completed a minimum of 105 quarter credit hours in a School of Health Sciences bachelor's degree program, including any credits received for prior learning.
2. Possess a minimum cumulative GPA of 3.0.
3. Obtain a grade of "B" or better in each of the master's-level courses and maintain a minimum cumulative GPA of 3.0 while completing the master's-level courses; failure to meet this requirement will result in removal from the accelerated master's degree option.

Upon successful completion of the bachelor's degree program, you may apply for entry to the relevant Purdue Global master's degree program. If accepted, you will transfer in the graduate courses completed as part of your undergraduate program and matriculate into a shortened version of the master's degree program.

Consult with your Student Advisor for additional information, to ensure that you are eligible for this option, and to apply for entry. You should also discuss any financial aid implications with the Financial Aid Office.

You may be required to take additional courses to fulfill the requisite 180 credits necessary to complete a Purdue Global bachelor's degree.

Block Transfer Option for EMS Program Graduates

If you are a graduate of a Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited emergency medical services (EMS) program, you may receive credit for your credential. Students enrolled in the Medical Assistant Certificate, Medical Billing and Coding Certificate, Medical Office Administration Certificate, and all School of Health Sciences bachelor's degree programs are eligible to receive credit for the following courses, when required by or applicable to the program:

Code	Title	Credits
HS111	Medical Terminology	5
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5

To receive credit, by the end of the first term an official transcript must be received from the CAAHEP-accredited granting institution. Transcripts received after the end of the first term may be denied eligibility for an official transfer credit evaluation.

Graduation Requirements

You must meet the below graduation requirements in addition to Purdue Global's [general requirements](#) (p. 50).

1. Complete with a passing grade all requirements for your program of study, within the maximum time frame permitted, and attain a minimum cumulative GPA of 2.0.
2. Comply with all applicable policies and requirements related to the clinical educational experiences.

Programs

Bachelor of Science in Health and Wellness

The Bachelor of Science in Health and Wellness program is designed to prepare you to pursue a variety of career opportunities in health care and health and wellness-related industries. The program's curriculum focuses on building content knowledge and skills in the broad areas of health care and health and wellness.

[View Program Details \(p. 95\)](#)

Bachelor of Science in Health Care Administration

The Bachelor of Science in Health Care Administration program is designed to address the growing need for well-prepared, entry-level health care administrators. The objective of the program is to provide you with the foundation to work within the health care industry as well as prepare you to pursue entry-level supervisory roles in health care organizations.

[View Program Details \(p. 97\)](#)

Bachelor of Science in Health Information Management

The objective of the Bachelor of Science in Health Information Management program is to prepare you with the knowledge, technical skills, and work habits to be an innovative and adaptable critical thinker and problem solver. Individuals that possess these qualities are capable of using available services and technologies to support operations, management, and decision-making initiatives within the health information field.

[View Program Details \(p. 99\)](#)

Bachelor of Science in Health Science

The Bachelor of Science in Health Science program focuses on building content knowledge and skills in the broad areas of health science and health care. Coursework highlights foundational knowledge and skills as well as overall concepts, values, research methods, and applications that could prepare you to pursue a career in health care or health science.

[View Program Details \(p. 101\)](#)

Bachelor of Science in Nutrition

The Bachelor of Science in Nutrition program focuses on building content knowledge and skills in the broad areas of nutrition science and health care. The program's curriculum highlights foundational knowledge and skills as well as overall concepts, values, research methods, and applications that could prepare you to pursue a variety of career opportunities in health care and nutrition science-related industries.

[View Program Details \(p. 103\)](#)

Associate of Applied Science in Health Information Technology

(Not Accepting Enrollments, Effective November 11, 2015)

The objective of the Associate of Applied Science in Health Information Technology program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the health information management field. The curriculum is geared toward the ability to process, maintain, compile, and report health information data for patient care, reimbursement, facility planning, marketing, risk management, quality assessment, and research.

[View Program Details \(p. 105\)](#)

Associate of Applied Science in Medical Assisting (Iowa, Maine, Maryland, Nebraska)

(Not Accepting Enrollments, Effective September 23, 2015)

The objective of the Associate of Applied Science in Medical Assisting program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. This program concentrates on helping you acquire knowledge and develop skills in performing laboratory, clinical, and medical office procedures in a physician's office or ambulatory care clinic.

[View Program Details \(p. 107\)](#)

Associate of Applied Science in Medical Assisting (Online)

(Not Accepting Enrollments, Effective September 23, 2015)

The objective of the Associate of Applied Science in Medical Assisting program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. This program concentrates on helping you acquire knowledge and develop skills in performing laboratory, clinical, and medical office procedures in a physician's office or ambulatory care clinic.

[View Program Details \(p. 109\)](#)

Associate of Applied Science in Medical Office Management

(Not Accepting Enrollments, Effective November 11, 2015)

The objective of the Associate of Applied Science in Medical Office Management program is to prepare you with the knowledge, technical skills, and work habits to pursue entry-level positions in medical offices. The program concentrates on helping you develop skills to submit medical claims for reimbursement, process bills, and develop a working knowledge of various insurance plans as well as administrative procedures.

[View Program Details \(p. 111\)](#)

Associate of Science in Health Science

If you are a military student who has already received military training for medical and health science occupational specialties, the Associate of Science in Health Science could help further your educational and career goals. The curriculum focuses on the important role of professionalism in health care, general education, and industry-related technical information

and builds on your prior military medical training to help you achieve an associate's degree.

[View Program Details \(p. 113\)](#)

Dental Assistant Diploma

(Not Accepting Enrollments, Effective July 5, 2018)

The objective of the Dental Assistant Diploma program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in a dental office, clinic, or lab environment. The program concentrates on helping you acquire knowledge and develop skills in treatment room care of the dental patient.

[View Program Details \(p. 115\)](#)

Medical Assistant Certificate (Onsite)

The objective of the Medical Assistant Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. The Medical Assistant Certificate program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

[View Program Details \(p. 116\)](#)

Medical Assistant Certificate (Online)

The objective of the Medical Assistant Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. The Medical Assistant Certificate program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

[View Program Details \(p. 118\)](#)

Medical Billing/Coding Certificate

The objective of the Medical Billing/Coding Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position as a billing and insurance specialist in either a physician's office or institutional setting, or as a patient referral specialist, coder, or medical receptionist. The curriculum concentrates on helping you acquire the basic skills and knowledge necessary to submit medical claims for reimbursement, process bills, operate computerized billing systems, and gain a working knowledge of various insurance plans.

[View Program Details \(p. 120\)](#)

Medical Office Administration Certificate

The objective of the Medical Office Administration Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue entry-level positions in medical offices. The program concentrates on helping you develop skills to submit medical claims for reimbursement, process bills, and develop a working knowledge of various insurance plans as well as administrative procedures.

[View Program Details \(p. 122\)](#)

Bachelor of Science in Health and Wellness

Description and Outcomes

The Bachelor of Science in Health and Wellness program is designed to prepare you to pursue a variety of career opportunities in health care and health and wellness-related industries. Additionally, it provides you with a solid undergraduate foundation to pursue further graduate study or first professional programs. The program's curriculum focuses on building content knowledge and skills in the broad areas of health care and health and wellness. It also highlights overall concepts, values, research methods, and applications that could prepare you to pursue a career in health care or health and wellness.

A defining feature of the curriculum is the exploration of diverse approaches to health and wellness including the integration of mind, body, and spirit. Courses teach you to critically evaluate the current scientific literature and research in wellness, prevention, and complementary health care practices. The program is designed to help you apply principles of healthy living to the education of individuals and communities, and focuses on foundational knowledge and skills upon which to build additional competencies. It also encourages the development of administrative, ethical, and professional skills that may enable you to pursue leadership positions in the increasingly diverse health care field.

Accelerated Master's Degree Options

If you are interested in earning both a bachelor's and master's degree in the health sciences, consider an accelerated master's degree option. Refer to the general Progression Requirements (p. 92) section for details.

Program Length

The Bachelor of Science in Health and Wellness program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate familiarity with the major concepts, theoretical perspectives, and historical trends in nutrition, exercise science, health psychology, stress management, and complementary and alternative medicine.
2. Application: Apply the concepts, principles, and methods of nutrition, exercise science, health psychology, stress management, and complementary and alternative medicine to designing health and wellness promotion programs.
3. Research Methods: Critically evaluate current research in nutrition, exercise science, health psychology, stress management, and complementary and alternative medicine.
4. Standards and Values: Employ professional standards, ethical practices, and legal standards in the health care field.
5. Global Awareness: Demonstrate an understanding of multicultural literacy in the fields of health care and wellness promotion.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in

the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 92) and the Policy Information (p. 6) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	

SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
EF310	Current Trends in Exercise and Fitness - Aging Well Across the Life Span	6
HW310	Complementary and Integrative Medicine	6
HW315	Models for Health and Wellness	6
HW320	Contemporary Diet and Nutrition	6
HW410	Stress - Critical Issues in Management and Prevention	6
HW420	Creating Wellness - Psychological and Spiritual Aspects of Healing	6
HW425	Health and Wellness Programming - Design and Administration	6
100/200/300/400 Major Electives Level		12
HW499	Bachelor's Capstone in Health and Wellness	6
Total Major Requirements		60
Open Elective Requirements		
Open Electives ¹		87
Total Open Elective Requirements		87
TOTAL CREDITS		180

¹ Eligible students who choose to complete the accelerated master's degree option will take up to five graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Health Care Administration

Description and Outcomes

The Bachelor of Science in Health Care Administration program is designed to address the growing need for well-prepared, entry-level health care administrators. The objective of the program is to provide you with the foundation to work within the health care industry as well as prepare you to pursue entry-level supervisory roles in health care organizations.

The curriculum is designed to help you gain a strong foundation in the core disciplines of health care administration, including content knowledge and skills in the areas of administration and management, and understand important concepts and processes. Coursework teaches foundational knowledge and skills as well as overall concepts, values, research methods, and applications that could prepare you to pursue a leadership career in health administration in the public sector or private industry. The program is taught by faculty with real-world knowledge and experience and helps you develop expertise in core health areas.

If you are interested in pursuing entry-level management positions in health care administration, you may be an ideal candidate for the Bachelor of Science in Health Care Administration program. Upon graduation, you could pursue administrative positions within the health care industry in organizations such as: insurance companies, hospitals, long-term care facilities, public health agencies, outpatient facilities, physician offices, mental health organizations, and other types of health organizations. The Bachelor of Science in Health Care Administration program could also provide an educational foundation if you plan on pursuing a master's degree in order to apply for executive health care positions.

Accelerated Master's Degree Options

If you are interested in earning both a bachelor's and master's degree in the health sciences, consider an accelerated master's degree option. Refer to the general Progression Requirements (p. 92) section for details.

Program Length

The Bachelor of Science in Health Care Administration degree program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate a sound foundational knowledge and understanding of principles and practice in health care regarding administration, management, law, economics, and policy.
2. Research Methods and Critical Thinking Skills: Demonstrate competency in industry-specific knowledge and skills related to research methods, critical thinking, and problem solving in health care settings.
3. Interdisciplinary Integration: Apply principles of management needed to work in teams, build cross-functional teams, and facilitate collaborative decision making.
4. Operations: Apply best practices in decision making within the functional areas of health care management.

5. Health Care Administration: Demonstrate an understanding of the forces impacting health delivery systems and the effective and efficient management of health care.
6. Ethics and Professionalism: Analyze the professional, ethical, and legal standards of health care administrative practice.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 92) and the Policy Information (p. 6) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5

MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
HA405	Leadership and Ethics in Health Care	6
HA415	Health Care Policy and Economics	6
HA425	Operational Analysis and Quality Improvement	6
HI300	Information Technology and Systems for Health Care	6
HS410	Organization and Management for Health Care	6
HS440	Finance for Health Care	6
HS450	Strategic Planning and Organizational Development for Health Care	6
100/200/300/400 Major Electives Level		12
HA499	Bachelor's Capstone in Health Care Administration	6
Total Major Requirements		60
Open Elective Requirements		
Open Electives ¹		87
Total Open Elective Requirements		87
TOTAL CREDITS		180

¹ Eligible students who choose to complete the accelerated master's degree option will take up to five graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Health Information Management

Description and Outcomes

The objective of the Bachelor of Science in Health Information Management program is to prepare you with the knowledge, technical skills, and work habits to be an innovative and adaptable critical thinker and problem solver. Individuals that possess these qualities are capable of using available services and technologies to support operations, management, and decision-making initiatives within the health information field. In addition, the curriculum encourages lifelong learning and addresses the evolving professional skills of baccalaureate degree students.

Upon graduation, you may pursue positions that require you to perform either technical or management duties within the health information field. Typical duties may include overall department management; generation and analysis of health care data; implementation of quality improvement processes, risk management techniques, compliance strategies, and reimbursement procedures; research; and evaluation of legal issues. Employment opportunities may exist within hospitals, long-term care facilities, physicians' offices, health maintenance organizations, insurance companies, home health care, consulting companies, computer software companies, and government agencies.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Externship Experience

This program blends online coursework with on-ground experience. You must complete a 120-hour externship in a hospital or other health care facility to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information.

Program Length

The Bachelor of Science in Health Information Management program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will receive a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate foundational knowledge of the principles of planning, designing, managing, and evaluating electronic information systems.
2. Research Methods and Critical Thinking Skills: Apply research skills and critical thinking to create solutions for health care issues.
3. Health Care Administration: Demonstrate knowledge of the forces affecting health care delivery and health information systems.
4. Operations: Apply best practices in decision making regarding the management of health information.
5. Ethics and Professionalism: Employ the professional, ethical, and legal standards of health information management.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your

academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

If you are enrolling in the Bachelor of Science in Health Information Management program, please refer to the school-specific policies (p. 92) and the Policy Information (p. 6) section for general Purdue Global policies.

To be eligible for advanced start credit in the Bachelor of Science in Health Information Management program, you must have successfully completed the Purdue Global Associate of Applied Science in Health Information Technology program or a Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM)-approved Associate of Applied Science in Health Information Technology program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3

Mathematics (select one of the following):	5
MM150 Survey of Mathematics	
MM212 College Algebra	
Arts and Humanities (select one of the following):	5
HU200 Arts and Humanities - Modern Creative Expressions	
HU245 Ethics	
HU250 Humanities and Culture	
Science (select one of the following):	5
SC200 Discovering Science - Current Issues in a Changing World	
SC235 General Biology I - Human Perspectives	
SC246 Fundamentals of Microbiology	
SC250 Fundamentals of Science	
Social Science (select one of the following):	5
SS211 The 1960s - Reshaping the American Dream	
SS236 People, Power, and Politics - An Introduction to American Government	
SS250 The Technological Revolution - A Social Scientific Approach	
Total Core Requirements	33
Major Requirements	
HA255 Human Resources for Health Care Organizations ¹	5
HI135 Legal Aspects of Health Information ¹	5
HI150 Automation of Health Information ¹	5
HI215 Reimbursement Methodologies ¹	3
HI230 Quality Assurance and Statistics in Health Information ¹	5
HI253 Medical Coding I ¹	5
HI255 Medical Coding II ¹	5
HS111 Medical Terminology ¹	5
HS140 Pharmacology ¹	5
HS200 Diseases of the Human Body ¹	5
HS230 Health Care Administration ¹	5
SC121 Human Anatomy and Physiology I ¹	5
SC131 Human Anatomy and Physiology II ¹	5
HI300 Information Technology and Systems for Health Care	6
HI305 Management of Health Information	6
HI410 Advanced Reimbursement Methodology	6
HS305 Research Methods for Health Sciences	6
HS311 Epidemiology and Biostatistics I	6
HS312 Epidemiology and Biostatistics II	6
HS420 Advanced Health Informatics	6
HS450 Strategic Planning and Organizational Development for Health Care	6
HI499 Bachelor's Capstone in Health Information Management	6
Total Major Requirements	117
Open Elective Requirements	
Open Electives	30

Total Open Elective Requirements	30
TOTAL CREDITS	180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

Bachelor of Science in Health Science

Description and Outcomes

The Bachelor of Science in Health Science program focuses on building content knowledge and skills in the broad areas of health science and health care. Coursework highlights foundational knowledge and skills as well as overall concepts, values, research methods, and applications that could prepare you to pursue a career in health care or health science. Courses teach you to apply principles of healthy living to the education of individuals and communities, and focus on foundational knowledge and skills upon which to build additional competencies. The program also encourages the development of administrative, ethical, and professional skills that are relevant to leadership positions in the increasingly diverse health care field.

The Bachelor of Science in Health Science program is designed to prepare you to pursue a variety of career opportunities in health care and health science-related industries. Additionally, it provides you with a solid undergraduate foundation to pursue further graduate study and/or professional degrees.

Accelerated Master's Degree Options

If you are interested in earning both a bachelor's and master's degree in the health sciences, consider an accelerated master's degree option. Refer to the general Progression Requirements (p. 92) section for details.

Program Length

The Bachelor of Science in Health Science program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate sound foundational knowledge and an understanding of the principles of biology, chemistry, human anatomy, physiology, and disease processes as they relate to health outcomes.
2. Research Methods and Critical Thinking Skills: Demonstrate competency in medical research and inquiry using scientific methods and laboratory skills for critical thinking and problem solving in health care settings.
3. Interdisciplinary Integration: Apply principles of healthy living at the individual and community level to protect and promote optimal physical and mental health.
4. Public Health and Education: Integrate basic knowledge of the core disciplines within public health and deliver educational programs that promote public health.
5. Health Care Administration: Demonstrate an understanding of the forces impacting health delivery systems and the effective management of health care administration.
6. Ethics and Professionalism: Employ the professional, ethical, and legal standards of health care practice and interdisciplinary collaboration through leadership and community stewardship.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your

academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 92) and the Policy Information (p. 6) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5

SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
HS305	Research Methods for Health Sciences	6
HS311	Epidemiology and Biostatistics I	6
HS312	Epidemiology and Biostatistics II	6
HS315	Practices in Public Health	6
HS320	Microbiology	6
HS415	Environmental Health	6
HS420	Advanced Health Informatics	6
100/200/300/400 Major Electives Level		12
HS499	Bachelor's Capstone in Health Science	6
Total Major Requirements		60
Open Elective Requirements		
Open Electives ¹		87
Total Open Elective Requirements		87
TOTAL CREDITS		180

¹ Eligible students who choose to complete the accelerated master's degree option will take up to five graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Nutrition

Description and Outcomes

The Bachelor of Science in Nutrition program focuses on building content knowledge and skills in the broad areas of nutrition science and health care. The program's curriculum highlights foundational knowledge and skills as well as overall concepts, values, research methods, and applications that could prepare you to pursue a variety of career opportunities in health care and nutrition science-related industries. Courses teach you to apply principles of healthy living to the education of individuals and communities, and develop administrative, ethical, and professional skills that are relevant to leadership positions in the increasingly diverse health care field.

Refer to the Certification, State Board, and National Board Exams (p. 103) section for important program disclosure information.

Accelerated Master's Degree Options

If you are interested in earning both a bachelor's and master's degree in the health sciences, consider an accelerated master's degree option. Refer to the general Progression Requirements (p. 92) section for details.

Program Length

The Bachelor of Science in Nutrition program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Explain the role of nutrients and food in the prevention of disease and optimization of human health.
2. Application: Evaluate an individual's nutritional status using appropriate clinical assessment strategies and interpret food science information appropriate to consumer needs.
3. Critical Thinking Skills: Assess diets, prepare foods, and promote consumption of foods to meet the nutritional needs of healthy people throughout the life cycle.
4. Clinical Skills: Plan and implement individualized, appropriate nutrition therapy for clients.
5. Analytical Skills: Analyze the impact of cultural and economic issues on client needs and dietetic practice.
6. Communication: Plan, implement, and evaluate nutrition education programs for specific audiences.
7. Ethics and Professionalism: Advocate for the provision of food and nutrition services in public policy development.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Bachelor of Science in Nutrition program is designed to prepare you academically to pursue a variety of nutrition-oriented careers and advanced education. However, Purdue Global's Bachelor of Science in Nutrition program is not accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND), and does not qualify an individual to sit for the examination to become a Registered Dietitian (RD). In addition, some states will not permit individuals to become licensed in nutrition and/or dietetics if they do not possess the RD credential. If you are interested in becoming licensed in your state, it is vital that you understand your state's requirements for licensing prior to enrollment.

In order to pursue examinations and/or preprofessional experiences, you may be required to present documentation of a health assessment/physical examination, immunization records, drug screening results, and/or a background check. It is your responsibility to ensure that you have met all requirements prior to beginning examinations and/or preprofessional coursework/externships.

Upon completion of the program, you may be eligible for the following certifications and credentials. Please refer to the sponsor organization for specific eligibility requirements as there may be additional requirements beyond the degree program itself. Requirements vary by state; Purdue Global has not made a determination of eligibility with respect to the licensure or certification requirements of any specific state.

- Board Certified in Holistic Nutrition sponsored by the National Association of Nutrition Professionals (<http://www.nanp.org/>)
- Certified Clinical Nutritionist (CCN) offered by the Clinical Nutrition Certification Board (<http://www.cncb.org>)

- Certified Dietary Manager (CDM) offered by the Association of Nutrition and Food Service Professionals (<http://www.anfonline.org/index.php>); to qualify take:

Code	Title	Credits
AB213	Food and Beverage Management	5
NS305	Food Safety and Microbiology	6
NS313	Foodservice Management - Principles and Practices	6
NS415	Food Science With Lab	6

- ServSafe offered through the National Restaurant Association (<http://www.servsafe.com/home>); to qualify take:

Code	Title	Credits
NS305	Food Safety and Microbiology	6

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
NS305	Food Safety and Microbiology	6
NS310	Nutritional Analysis and Assessment	6
NS321	Nutrition Planning and Management	6
NS325	Nutrition Across the Human Life Cycle	6
NS335	Nutrition for Special Populations	6
NS415	Food Science With Lab	6
NS420	Nutritional Counseling	6

100/200/300/400 Major Electives Level	12
NS499 Bachelor's Capstone in Nutrition	6
Total Major Requirements	60
Open Elective Requirements	
Open Electives ¹	87
Total Open Elective Requirements	87
TOTAL CREDITS	180

¹ Eligible students who choose to complete the accelerated master's degree option will take up to five graduate-level courses in addition to selected undergraduate electives.

Associate of Applied Science in Health Information Technology

(Currently Not Accepting Enrollments)

Description and Outcomes

As of November 11, 2015, this program will no longer be accepting enrollments.

The objective of the Associate of Applied Science in Health Information Technology program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the health information management field.

The curriculum is geared toward the ability to process, maintain, compile, and report health information data for patient care, reimbursement, facility planning, marketing, risk management, quality assessment, and research. The curriculum teaches medical coding and abstracting procedures, and also covers supervisory issues as well as medicolegal aspects of health information. Basic courses that address the use of computers in these areas are also part of the program.

Upon graduation, your workplace tasks may include abstracting health records and compiling reports on health care services; accurately assigning code numbers to diagnoses and procedures for indexing health data and processing bills; answering legal, government, insurance, and other inquiries for patient health information; and organizing, analyzing, and evaluating health record content for completeness and accuracy. Tasks may also include reviewing and evaluating health records to assist with meeting accreditation guidelines, releasing patient information in accordance with applicable laws, and supervising human resources.

The Associate of Applied Science in Health Information Technology offered online is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Upon graduation, you may be eligible to sit for the Registered Health Information Technician (RHIT) certification exam offered by the American Health Information Management Association (AHIMA). Refer to the Certification, State Board, and National Board Exams (p. 105) section for important program disclosure information.

Externship Experience

This program blends online coursework with on-ground experience. You must complete a 90-hour externship in a hospital or other health care facility to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 105) section for additional requirements.

Program Length

The Associate of Applied Science in Health Information Technology program consists of a minimum of 92 quarter credit hours. Upon successful completion of the program, you will receive an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Technology: Apply data management processes in support of health information operations.
2. Administrative: Exhibit computer literacy.

3. Standards, Laws, and Ethics: Employ the ethical, professional, and legal standards of the health information profession.
4. Foundational Knowledge of Health Information Management: Exhibit proficiency in health information professional practice skills.
5. Professionalism: Embody professional behaviors and problem solving.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

1. You will be withdrawn from the program if you are unable to successfully complete HI165 Health Information Practicum and HI295 Health Information Externship/Capstone on the second attempt.
2. As an online student, you must:
 - a. Provide notice of intent to enroll in clinical courses and externships 3 months prior to the beginning of the term in which you wish to enroll. Notification must be submitted to the Health Sciences Clinical Placement Department using the appropriate application form.
 - b. Complete a clinical orientation workshop and pass a criminal background check prior to placement at a clinical, practicum, or externship site.
 - c. Enroll in EL206 Academic Prior Learning Portfolio in your second term if you are interested in pursuing credit for experiential learning. You must complete the portfolio development and assessment process by the end of the third term or by the time you have accumulated 30 credits within your program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon

program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Associate of Applied Science in Health Information Technology offered online is accredited by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM). Upon graduation, you are academically eligible to sit for the Registered Health Information Technician (RHIT) certification exam offered by the American Health Information Management Association (AHIMA). AHIMA exams are not required for all career paths—you are ultimately responsible for determining state and federal licensure and accreditation requirements.

You may also be academically eligible to take the Certified Billing and Coding Specialist (CBCS) certification exam sponsored by the National Healthcareer Association (NHA), the Certified Coding Associate (CCA) certification exam sponsored by the American Health Information Management Association (AHIMA), and the Insurance and Coding Specialist (NCICS) certification exam sponsored by the National Center for Competency Testing (NCCT). You may be eligible for additional certifications once you attain professional experience.

Total Major Requirements	72
Open Elective Requirements	
Open Elective	5
Total Open Elective Requirements	5
TOTAL CREDITS	92

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
HS100	Introduction to Health Science	5
HI125	Health Care Delivery and Information Management	5
HI135	Legal Aspects of Health Information	5
HI150	Automation of Health Information	5
HI165	Health Information Practicum	2
HI215	Reimbursement Methodologies	3
HI230	Quality Assurance and Statistics in Health Information	5
HI252	Medical Coding I	4
HI255	Medical Coding II	5
HS111	Medical Terminology	5
HS115		3
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
HI295	Health Information Externship/Capstone	5

Associate of Applied Science in Medical Assisting (Iowa, Maine, Maryland, Nebraska)

(Currently Not Accepting Enrollments)

Description and Outcomes

As of September 23, 2015, this program will no longer be accepting enrollments.

The objective of the Associate of Applied Science in Medical Assisting program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. The Associate of Applied Science in Medical Assisting program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. This program concentrates on helping you acquire knowledge and develop skills in performing laboratory, clinical, and medical office procedures in a physician's office or ambulatory care clinic. The associate's degree program is designed to provide a broad education to help you develop advanced technical and communication skills.

Upon graduation from an onsite program offered in Iowa, Maryland, or Nebraska, you may be eligible to take the Certified Medical Assistant (CMA) examination given by the American Association of Medical Assistants. Upon graduation from an onsite program offered in Iowa, Maine, Maryland, or Nebraska, you may be eligible to take the Registered Medical Assistant (RMA) examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) exam given by the National Center for Competency Testing (NCCT), and the Certified Clinical Medical Assistant (CCMA) exam given by the National Healthcareer Association (NHA). Refer to the Certification, State Board, and National Board Exams (p. 107) section for important program disclosure information.

Workplace duties may include performing CLIA-waived tests, venipuncture, urinalysis, and electrocardiograms. You may also assist the physician in patient preparation and patient relations.

Clinical Experiences

The program blends online coursework with on-ground experience. You must complete an unpaid practicum or externship (160 hours) in a physician's office or clinic to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 107) section for additional requirements.

Program Length

The Associate of Applied Science in Medical Assisting program consists of a minimum of 92 quarter credit hours. Upon successful completion of this program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Clinical: Demonstrate competencies in all aspects of medical assisting clinical practice.
2. Administrative: Exhibit proficiency in the clerical and administrative functions required of a medical assistant.

3. Standards, Laws, and Ethics: Employ the professional, ethical, and legal standards in health care practice.
4. Foundational Knowledge of Allied Health Sciences: Integrate knowledge from behavioral and biological sciences as a basis for allied health practices.
5. Professionalism: Embody professional behaviors as defined by the discipline of allied health.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

1. Prior to externship, you must provide documentation of completion of an approved health care provider CPR training course. Approved courses include: American Heart Association (Basic Life Support for the Healthcare Provider, Heartsaver CPR and AED, Healthcare Provider; BLS/CPR for Healthcare Public Safety; and BLS for Healthcare Providers), American Red Cross (Adult and Child CPR with AED, CPR/AED for the Professional Rescuer, CPR/AED for the Professional Rescuer and Healthcare Provider), and ProCPR (ProFirst Aid blended course for health care providers).
2. You will be withdrawn from the program if you are unable to successfully complete the following courses on the second attempt:

Code	Title	Credits
MA260	Clinical Competencies I	5
MA270	Clinical Competencies II	5
MA290	Medical Assisting Externship and Evaluation	5

3. If you are an onsite medical assisting student re-entering the program, and have not completed one or both of the Clinical Competencies I and II courses within 6 months prior to the externship, you will need to successfully complete a competency evaluation prior to enrolling in MA290 Medical Assisting Externship and Evaluation.
4. If you are entering an onsite CAAHEP-approved program and have completed MA260 Clinical Competencies I, MA270 Clinical Competencies II, HS210 Medical Office Management, and/or HS220 Medical Coding and Insurance or an equivalent course within a non-CAAHEP or ABHES-approved program, these courses will be applied toward the program pending successful completion of a competency evaluation.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Associate of Applied Science in Medical Assisting program is designed to prepare you with clinical and administrative skills to provide outstanding patient care. The program is structured to provide appropriate academic preparation if you are interested in pursuing national certification as a medical assistant. After completing the onsite program offered at a location in the state of Iowa, Maryland, or Nebraska, you may be eligible to take the Certified Medical Assistant (CMA) examination given by the American Association of Medical Assistants. After completing the onsite program offered at a location in the state of Iowa, Maine, Maryland, or Nebraska, you may be eligible to take the Registered Medical Assistant examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) exam given by the National Center for Competency Testing (NCCT), and the Certified Clinical Medical Assistant (CCMA) exam given by the National Healthcareer Association (NHA).

Nebraska Medication Aide Registry for Medical Assistants

Medical assisting students completing an externship in the state of Nebraska will be required to complete a Medication Aide application with competency validation by an approved Nebraska licensed provider prior to the externship. In addition, you will be required to provide any associated required documentation to the Nebraska Department of Health and Human Services that may include certified copies of court documents for criminal convictions.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
100/200 Level	Communication Course	5
100/200 Level	Mathematics Course	5
200 Level	Communication Course	5
Total Core Requirements		15
Major Requirements		

CS121	Pathways to Academic Success	5
or HS100	Introduction to Health Science	
HS101	Medical Law and Bioethics	5
HS111	Medical Terminology	5
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
HS210	Medical Office Management	5
HS220	Medical Coding and Insurance	5
HS275	Professionalism in Health Care	2
MA260	Clinical Competencies I	5
MA270	Clinical Competencies II	5
MA290	Medical Assisting Externship and Evaluation	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
Total Major Requirements		62
Open Elective Requirements		
Open Electives		15
Total Open Elective Requirements		15
TOTAL CREDITS		92

Associate of Applied Science in Medical Assisting (Online)

(Currently Not Accepting Enrollments)

Description and Outcomes

As of September 23, 2015, this program will no longer be accepting enrollments.

The objective of the Associate of Applied Science in Medical Assisting program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. The Associate of Applied Science in Medical Assisting program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. This program concentrates on helping you acquire knowledge and develop skills in performing laboratory, clinical, and medical office procedures in a physician's office or ambulatory care clinic. The associate's degree program is designed to provide a broad education to help you develop advanced technical and communication skills.

Upon graduation from the program, you may be eligible to take the Registered Medical Assistant examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) exam given by the National Center for Competency Testing (NCCT), and the Certified Clinical Medical Assistant (CCMA) exam given by the National Healthcareer Association (NHA). Refer to the Certification, State Board, and National Board Exams (p. 109) section for important program disclosure information.

Workplace duties may include performing CLIA-waived tests, venipuncture, urinalysis, and electrocardiograms. You may also assist the physician in patient preparation and patient relations.

Clinical Experiences

The program blends online coursework with on-ground experiences. If you enroll in the online program, you will need to complete clinical experiences at an approved clinical site for MA280 Online Clinical Competencies III. All students must also complete an externship (160 hours) in a physician's office or clinic to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 109) section for additional requirements.

Program Length

The Associate of Applied Science in Medical Assisting program consists of a minimum of 92 quarter credit hours. Upon successful completion of this program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Clinical: Demonstrate competencies in all aspects of medical assisting clinical practice.
2. Administrative: Exhibit proficiency in the clerical and administrative functions required of a medical assistant.
3. Standards, Laws, and Ethics: Employ the professional, ethical, and legal standards in health care practice.

4. Foundational Knowledge of Allied Health Sciences: Integrate knowledge from behavioral and biological sciences as a basis for allied health practices.
5. Professionalism: Embody professional behaviors as defined by the discipline of allied health.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

1. Prior to beginning the first clinical experience, you must provide documentation of completion of an approved health care provider CPR training course. Approved courses include: American Heart Association (Basic Life Support for the Healthcare Provider, Heartsaver CPR and AED, Healthcare Provider), American Red Cross (Adult and Child CPR with AED, CPR/AED for the Professional Rescuer, CPR/ AED for the Professional Rescuer and Healthcare Provider; BLS/CPR for Healthcare Public Safety; and BLS for Healthcare Providers), and ProCPR (ProFirst Aid blended course for health care providers).
2. As an online student, you must:
 - a. Provide notice of intent to enroll in clinical courses and externships 3 months prior to the beginning of the term in which you wish to enroll. Notification must be submitted to the Health Sciences Clinical Placement Department using the appropriate application form.
 - b. Complete a clinical orientation workshop and pass a criminal background check prior to placement at a clinical, practicum, or externship site.
 - c. Enroll in EL206 Academic Prior Learning Portfolio in your second term if you are interested in pursuing credit for experiential learning. You must complete the portfolio development and assessment process by the end of the third term or by the time you have accumulated 30 credits within your program.
3. You will be withdrawn from the program if you are unable to successfully complete the following courses on the second attempt:

Code	Title	Credits
MA265	Online Clinical Competencies I	5
MA275	Online Clinical Competencies II	5
MA280	Online Clinical Competencies III	1
MA295	Online Medical Assisting Externship and Evaluation	5

4. If you are a medical assisting student and drop, are dismissed, or take a leave of absence longer than 6 months after beginning and prior to completing clinical coursework (MA250 Online Professionalism in Health Care, MA265 Online Clinical Competencies I, MA275 Online Clinical Competencies II, MA280 Online Clinical Competencies III,

and MA295 Online Medical Assisting Externship and Evaluation), you will be required to re-take one or more of these courses to ensure currency of skills.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Associate of Applied Science in Medical Assisting program is designed to prepare you with clinical and administrative skills to provide outstanding patient care. The program is structured to provide appropriate academic preparation if you are interested in pursuing national certification as a medical assistant. Upon graduation from the online program, you may be eligible to take the Registered Medical Assistant (RMA) examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) exam given by the National Center for Competency Testing (NCCT), and the Certified Clinical Medical Assistant (CCMA) exam given by the National Healthcareer Association (NHA).

For Washington Students

The state of Washington requires all medical assistants to be certified or registered. Eligibility for certification requires graduation from a postsecondary school or college accredited by a regional or national accrediting agency approved by the U.S. Department of Education, which includes a minimum of 720 clock hours of training in medical assisting skills, including a clinical externship of no less than 160 hours.

In addition, graduates must successfully pass, within 5 years before submitting an initial application for certification, a certification examination issued by the AAMA, AMT, NHA, or NCCT. Students who have completed all requirements except for passage of the examination may obtain interim certification, which will allow them to provide the Medical Assistant—Certified's full scope of practice. This interim certification expires when the graduate obtains the Medical Assistant—Certified credential or after 1 year and cannot be renewed.

Washington students also may obtain a Medical Assistant—Registered credential if they obtain an endorsement from a health care practitioner, clinic, or group practice. Medical Assistant—Registered individuals

may perform only the medical tasks listed in their current attestation of endorsement and cannot transfer the registration to another health care practitioner, clinic, or group practice.

For more information, please visit <https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/MedicalAssistant>.

Nebraska Medication Aide Registry for Medical Assistants

Medical assisting students completing an externship in the state of Nebraska will be required to complete a Medication Aide application with competency validation by an approved Nebraska licensed provider prior to the externship. In addition, you will be required to provide any associated required documentation to the Nebraska Department of Health and Human Services that may include certified copies of court documents for criminal convictions.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
HS100	Introduction to Health Science	5
HS101	Medical Law and Bioethics	5
HS111	Medical Terminology	5
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
HS210	Medical Office Management	5
HS220	Medical Coding and Insurance	5
MA250	Online Professionalism in Health Care	1
MA265	Online Clinical Competencies I	5
MA275	Online Clinical Competencies II	5
MA280	Online Clinical Competencies III	1
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
MA295	Online Medical Assisting Externship and Evaluation	5
Total Major Requirements		62
Open Elective Requirements		
Open Electives		15
Total Open Elective Requirements		15
TOTAL CREDITS		92

Associate of Applied Science in Medical Office Management

(Currently Not Accepting Enrollments)

Description and Outcomes

As of November 11, 2015, this program will no longer be accepting enrollments.

The objective of the Associate of Applied Science in Medical Office Management program is to prepare you with the knowledge, technical skills, and work habits to pursue entry-level positions in medical offices. The program concentrates on helping you develop skills to submit medical claims for reimbursement, process bills, and develop a working knowledge of various insurance plans as well as administrative procedures. The associate's degree program provides a broad education to help you develop advanced technical and communication skills.

Upon graduation, you may be eligible to take the examination given by the American Medical Technologists to become a Certified Medical Administrative Specialist (CMAS) and the Certified Coding Associate (CCA) examination sponsored by the American Health Information Management Association (AHIMA). Refer to the Certification, State Board, and National Board Exams (p. 111) section for important program disclosure information.

Workplace duties may include appointment management and scheduling, medical records management, insurance processing, insurance coding and billing, and fundamentals of financial management. Competence in the field also requires that a medical office assistant display professionalism, communicate professionally, and provide instruction to patients.

Externship Experience

This program blends online coursework with an on-ground experience. If you enroll in the online program, you will need to complete a minimum 90-hour supervised externship in a physician's office or clinic to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 111) section for additional requirements.

Program Length

The Associate of Applied Science in Medical Office Management program consists of a minimum of 91 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Administration: Exhibit proficiency in clerical and administrative functions required of a medical office manager.
2. Standards, Laws, and Ethics: Employ professional, ethical, and legal standards in health care practice.
3. Foundational Knowledge of Allied Health Sciences: Integrate knowledge from behavioral and biological sciences as a basis for allied health practices.
4. Professionalism: Embody professional behaviors as defined by the disciplines of allied health.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

1. You will be withdrawn from the program if you are unable to successfully complete MO290 Medical Office Administration Externship and Evaluation on the second attempt.
2. Prior to beginning the first clinical experience, you must provide documentation of completion of an approved health care provider CPR training course. Approved courses include: American Heart Association (Basic Life Support for the Healthcare Provider, Heartsaver CPR and AED, Healthcare Provider), American Red Cross (Adult and Child CPR with AED, CPR/AED for the Professional Rescuer, CPR/ AED for the Professional Rescuer and Healthcare Provider; BLS/CPR for Healthcare Public Safety; and BLS for Healthcare Providers), and ProCPR (ProFirst Aid blended course for health care providers).
3. As an online student, you must:
 - a. Provide notice of intent to enroll in clinical courses and externships 3 months prior to the beginning of the term in which you wish to enroll. Notification must be submitted to the Health Sciences Clinical Placement Department using the appropriate application form.
 - b. Complete a clinical orientation workshop and pass a criminal background check prior to placement at a clinical, practicum, or externship site.
 - c. Enroll in EL206 Academic Prior Learning Portfolio in your second term if you are interested in pursuing credit for experiential learning. You must complete the portfolio development and assessment process by the end of the third term or by the time you have accumulated 30 credits within your program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Associate of Applied Science in Medical Office Management program is designed to prepare you with the administrative skills to provide outstanding patient care. The program is structured to provide appropriate academic preparation if you are interested in pursuing national certification as a medical administrative specialist. After completion of the program, you may be eligible to take the Certified Medical Administrative Specialist examination given by the American Medical Technologists and the Certified Coding Associate (CCA) examination sponsored by the American Health Information Management Association (AHIMA).

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
HI215	Reimbursement Methodologies	3
HI252	Medical Coding I	4
HI255	Medical Coding II	5
HS100	Introduction to Health Science	5
HS101	Medical Law and Bioethics	5
HS111	Medical Terminology	5
HS200	Diseases of the Human Body	5
HS210	Medical Office Management	5
HS240	Medical Office Accounting	3
MO250	Medical Records Management	3
MO270	Advanced Medical Office Management	5
MO260	Medical Office Applications	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
MO290	Medical Office Administration Externship and Evaluation	3
Total Major Requirements		66
Open Elective Requirements		
Open Electives		10
Total Open Elective Requirements		10
TOTAL CREDITS		91

Associate of Science in Health Science

Description and Outcomes

If you are a military student who has already received military training for medical and health science occupational specialties, the Associate of Science in Health Science could help further your educational and career goals. The curriculum focuses on the important role of professionalism in health care, general education, and industry-related technical information and builds on your prior military medical training to help you achieve an associate's degree.

The program provides a broad education and allows you to select coursework in health science subjects including anatomy and physiology, chemistry, nutrition, nuclear medicine technology, pathophysiology, clinical skills, health education, health informatics, preprofessional, surgical technology, and telemetry. The program includes a capstone experience designed to prepare you for work in various health science fields within the military and could help you meet educational requirements for advancement in the military. Upon graduation, you may also pursue a number of entry-level careers within the broad field of allied health should you return to civilian life.

Refer to the Admissions Requirements (p. 113) section for details on program eligibility.

Concentrations

In addition to the required core and major courses, you can further specialize your degree by choosing one of four concentrations: surgical technology, telemetry, medical assistant, or preprofessional. Some concentrations are only available to students who have successfully completed a specific articulated military occupational specialty or training course.

Program Length

The Associate of Science in Health Science program consists of a minimum of 90 quarter credit hours. You must complete a specific number of credit hours at Purdue Global. Refer to the Progression Requirements (p. 113) section for details. Upon successful completion of the program, you will be awarded an associate of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Integrate knowledge from behavioral and biological sciences as a basis for allied health practice.
2. Use current technology in a variety of health care roles.
3. Demonstrate competencies relevant to a career focus area within health sciences.
4. Execute administration skills and management processes within the interdisciplinary health care field.
5. Exhibit behavior consistent with the professional, ethical, and legal standards of allied health practice.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in

the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the following admission requirement in addition to the Purdue Global general requirements (p. 18).

Enrollment in the Associate of Science in Health Science is limited to active-duty servicemembers of the U.S. military, members of the Reserve or National Guard, and veterans of the U.S. military who have completed one of the articulated military occupation training courses. A list of currently articulated occupations can be obtained by contacting Purdue Global Military Admissions.

Progression Requirements

You must meet the following progression requirement in addition to Purdue Global's general requirements.

You must have a military transcript on file that shows successful completion of one of the articulated military occupational specialties or training course. You may fulfill all of the major requirements, with the exception of the capstone course, via any combination of prior learning.

Graduation Requirements

In addition to Purdue Global's general requirements (p. 50), you must also have a military transcript on file that shows successful completion of an occupational specialty.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plans

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
100/200 Level	Speaking and Listening Elective	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
100/200 Level	General Education Electives	10
Total Core Requirements		45
Major Requirements		
HS290	Associate's Capstone in Health Science	5
Major Electives (see below) ¹		20
Total Major Requirements		25
Open Elective Requirements		
Open Electives ¹		20
Total Open Elective Requirements		20
TOTAL CREDITS		90

¹ Students in the Preprofessional concentration area will complete 22 credits of Major Electives and 18 credits of Open Electives.

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Medical Assistant

Code	Title	Credits
MA285	Comprehensive Medical Assisting	5

Major Electives	15
TOTAL CREDITS	20

Preprofessional

Code	Title	Credits
Select two of the following:		10
CM206	Interpersonal Communications	
HU280	Bioethics	
MM207	Statistics	
PS124	Introduction to Psychology	
SC115	Principles of Nutrition	
SC121	Human Anatomy and Physiology I	
SC131	Human Anatomy and Physiology II	
SC156	Principles of Chemistry	
SC246	Fundamentals of Microbiology	
SS144	Sociology	
Select two of the following:		12
HS305	Research Methods for Health Sciences	
HS311	Epidemiology and Biostatistics I	
HS315	Practices in Public Health	
HS320	Microbiology	
HS415	Environmental Health	
SC328	Histology and Embryology	
SC330	Immunology	
SC335	Biochemistry	
SC435	Genetics	
TOTAL CREDITS		22

Surgical Technology

Code	Title	Credits
HS255	Sterile Processing for Surgical Technologists	5
Major Electives		15
TOTAL CREDITS		20

Telemetry

Code	Title	Credits
HS250	Cardiac Rhythm Analysis and Telemetry	5
Major Electives		15
TOTAL CREDITS		20

Dental Assistant Diploma

(Currently Not Accepting Enrollments)

The below policies apply to students enrolled in terms starting on or after July 5, 2018. All other students should refer to the Prior Dental Assistant Diploma Policies and Degree Plan (https://catalog.purdueglobal.edu/undergraduate/health-sciences/dental-assistant-diploma/dental-assistant-diploma_ADA.pdf).

Description and Outcomes

As of July 5, 2018, this program will no longer be accepting enrollments.

The objective of the Dental Assistant Diploma program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in a dental office, clinic, or lab environment. The program concentrates on helping you acquire knowledge and develop skills in treatment room care of the dental patient. In addition, courses teach you how to assist the dentist, infection control and sterilization techniques, how to handle medical emergencies, the correct procedure for taking dental X-rays and making impressions, and the use of various dental instruments. Topics covered in the program also include oral evacuation, fixed prosthodontics, pharmacology and pain control, preventative dentistry, how to assist with oral surgery, and tray setups.

Instruction occurs in classroom, laboratory, and online settings.

Upon graduation, you may seek employment as a dental assistant. Duties may include providing essential and vital auxiliary services for the dentist chairside, in the business office, and in the office laboratory.

Externship Experience

Prior to graduation, you are required to complete two externships for a minimum of 400 clinical hours. Refer to the General Policies (p. 92) section for criminal background check information and the Externships and Clinical Experiences (p. 50) section for additional requirements.

Program Length

You must complete a minimum of 42 quarter credit hours. Upon successful completion of the program, you will be awarded a diploma.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

To enroll in the Dental Assistant Diploma program, you must submit proof of CPR certification, which must remain valid for the duration of the program.

Progression Requirements

You will be withdrawn from the program if you are unable to successfully complete the following courses on the second attempt:

Code	Title	Credits
DA297	Dental Externship I	9
DA298	Dental Externship II	9

Externships and Clinical Experiences

Purdue Global requirements for externships are located in the Undergraduate Policy Information (p. 50) section.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
DA101	Foundational Skills for Chairside Assisting and Communication Strategies	6
DA102	Patient Interaction and Core Dental Assisting Skills	6
DA201	Dental Radiology and Chairside Specialties	6
DA202	Dental Materials and General Chairside	6
DA297	Dental Externship I	9
DA298	Dental Externship II	9
Total Major Requirements		42
TOTAL CREDITS		42

Medical Assistant Certificate (Onsite) Policies

Description and Outcomes

The objective of the Medical Assistant Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. The Medical Assistant Certificate program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. This program concentrates on helping you acquire knowledge and develop skills in performing laboratory, clinical, and medical office procedures in a physician's office or ambulatory care clinic.

Upon graduation, you may be eligible to take the Certified Medical Assistant (CMA) examination given by the American Association of Medical Assistants, the Registered Medical Assistant (RMA) examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) examination given by the National Center for Competency Testing (NCCT), the Certified Clinical Medical Assistant (CCMA) examination given by the National Healthcareer Association (NHA), and the Clinical Medical Assistant Certification (CMAC) examination given by the American Medical Certification Association (AMCA). Refer to the Certification, State Board, and National Board Exams (p. 116) section for important program disclosure information.

Workplace duties may include performing CLIA-waived tests, venipuncture, urinalysis, and electrocardiograms. You may also assist the physician in patient preparation and patient relations.

Clinical Experiences

You will complete clinical instruction in a classroom lab for both MA260 Clinical Competencies I and MA270 Clinical Competencies II. You must also complete an unpaid externship (160 hours) in a physician's office or clinic to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 116) section for additional requirements.

Program Length

The Medical Assistant Certificate program consists of 57 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Clinical: Demonstrate the core competencies of medical assisting clinical practice.
2. Administrative: Perform clerical and administrative functions required of a medical assistant.
3. Standards, Laws, and Ethics: Practice professional, ethical, and legal standards in health care settings.
4. Professionalism: Exhibit professional behavior as defined by the health care industry.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Progression Requirements

1. Prior to beginning the first clinical experience, you must provide documentation of completion of an approved health care provider CPR training course. Approved courses include: American Heart Association (Basic Life Support for the Healthcare Provider; Heartsaver CPR; and AED, Healthcare Provider), American Red Cross (Adult and Child CPR with AED; CPR/AED for the Professional Rescuer; CPR/ AED for the Professional Rescuer and Healthcare Provider; BLS/CPR for Healthcare Public Safety; and BLS for Healthcare Providers), and ProCPR (ProFirst Aid blended course for health care providers).
2. Prior to the first clinical experience, you are required to submit a health clearance form signed by a MD, DO, nurse practitioner, or physician's assistant. You will also be required to provide evidence of two MMR vaccines or a positive blood titer; tetanus vaccination within the last 10 years; varicella vaccination, a positive titer, or documentation of disease; negative tuberculin test within the last year; and three Hepatitis B vaccines, a positive titer, or a written waiver opting out of vaccination. If you fail to submit the required immunizations and health clearance, you will be removed from the course prior to the start of the term.
3. You will be withdrawn from the program if you are unable to successfully complete the following courses on the second attempt:

Code	Title	Credits
MA260	Clinical Competencies I	5
MA270	Clinical Competencies II	5
MA290	Medical Assisting Externship and Evaluation	5

4. If you are an onsite medical assisting student reentering the program, and have not completed one or both of the Clinical Competencies I and II courses within 6 months prior to the externship, you will need to successfully complete a competency evaluation prior to enrolling in MA290 Medical Assisting Externship and Evaluation.
5. If you are entering an onsite CAAHEP-approved program and have completed MA260 Clinical Competencies I, MA270 Clinical Competencies II, HS210 Medical Office Management, and/or HS220 Medical Coding and Insurance or an equivalent course within a non-CAAHEP or ABHES-approved program, these courses will be applied toward the program pending successful completion of a competency evaluation.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Medical Assistant Certificate program is designed to prepare you with clinical and administrative skills to provide outstanding patient care. The program is structured to provide appropriate academic preparation if you are interested in pursuing national certification as a medical assistant. After completing the onsite program offered at the Cedar Rapids, Davenport, or Des Moines, Iowa, locations, the Omaha or Lincoln, Nebraska, locations, the Lewiston and Augusta, Maine, locations, or the Hagerstown, Maryland, location, you may be eligible to take the Certified Medical Assistant (CMA) examination given by the American Association of Medical Assistants, the Registered Medical Assistant (RMA) examination, given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) examination given by the National Center for Competency Testing (NCCT), the Certified Clinical Medical Assistant (CCMA) examination given by the National Healthcareer Association (NHA), and the Clinical Medical Assistant Certification (CMAC) examination given by the American Medical Certification Association (AMCA).

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
HS101	Medical Law and Bioethics	5
HS111	Medical Terminology	5
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
HS210	Medical Office Management	5
HS220	Medical Coding and Insurance	5
HS275	Professionalism in Health Care	2
MA260	Clinical Competencies I	5
MA270	Clinical Competencies II	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
MA290	Medical Assisting Externship and Evaluation	5
Total Major Requirements		57
TOTAL CREDITS		57

Medical Assistant Certificate (Online) Policies

Description and Outcomes

The objective of the Medical Assistant Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position in the ambulatory medical field. The Medical Assistant Certificate program is designed to prepare competent entry-level medical assistants in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains. This program concentrates on helping you acquire knowledge and develop skills in performing laboratory, clinical, and medical office procedures in a physician's office or ambulatory care clinic.

Upon graduation from the program, you may be eligible to take the Registered Medical Assistant examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) examination given by the National Center for Competency Testing (NCCT), the Certified Clinical Medical Assistant (CCMA) examination given by the National Healthcareer Association (NHA), and the Clinical Medical Assistant Certification (CMAC) examination given by the American Medical Certification Association (AMCA). Refer to the Certification, State Board, and National Board Exams (p. 118) section for important program disclosure information.

Workplace duties may include performing CLIA-waived tests, venipuncture, urinalysis, and electrocardiograms. You may also assist the physician in patient preparation and patient relations.

Clinical Experiences

The program blends online coursework with on-ground experiences. If you enroll in the online program, you will need to complete clinical experiences at an approved clinical site for MA280 Online Clinical Competencies III. All students must also complete an externship (160 hours) in a physician's office or clinic to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 118) section for additional requirements.

Program Length

The Medical Assistant Certificate program consists of a minimum of 57 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

Program Outcomes

1. Clinical: Demonstrate the core competencies of medical assisting clinical practice.
2. Administrative: Perform clerical and administrative functions required of a medical assistant.
3. Standards, Laws, and Ethics: Practice professional, ethical, and legal standards in health care settings.
4. Professionalism: Exhibit professional behavior as defined by the health care industry.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Progression Requirements

1. Prior to beginning the first clinical experience, you must provide documentation of completion of an approved health care provider CPR training course. Approved courses include: American Heart Association (Basic Life Support for the Healthcare Provider, Heartsaver CPR and AED, Healthcare Provider), American Red Cross (Adult and Child CPR with AED, CPR/AED for the Professional Rescuer, CPR/ AED for the Professional Rescuer and Healthcare Provider; BLS/CPR for Healthcare Public Safety; and BLS for Healthcare Providers), and ProCPR (ProFirst Aid blended course for health care providers).
2. Prior to the first clinical experience, you are required to submit a health clearance form signed by a MD, DO, nurse practitioner, or physician's assistant. You will also be required to provide evidence of two MMR vaccines or a positive blood titer; tetanus vaccination within the last 10 years; varicella vaccination, a positive titer, or documentation of disease; negative tuberculin test within the last year; and three Hepatitis B vaccines, a positive titer, or a written waiver opting out of vaccination. If you fail to submit the required immunizations and health clearance, you will be removed from the course prior to the start of the term.

3. You will be withdrawn from the program if you are unable to successfully complete the following courses on the second attempt:

Code	Title	Credits
MA265	Online Clinical Competencies I	5
MA275	Online Clinical Competencies II	5
MA280	Online Clinical Competencies III	1
MA295	Online Medical Assisting Externship and Evaluation	5

4. If you are a medical assisting student and drop, are dismissed, or take a leave of absence longer than 6 months after beginning and prior to completing clinical coursework (MA250 Online Professionalism in Health Care, MA265 Online Clinical Competencies I, MA275 Online Clinical Competencies II, MA280 Online Clinical Competencies III, and MA295 Online Medical Assisting Externship and Evaluation), you will be required to retake one or more of these courses to ensure currency of skills.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon

program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Certification Examinations

The Medical Assisting Certificate program is designed to prepare you with clinical and administrative skills to provide outstanding patient care. The program is structured to provide appropriate academic preparation if you are interested in pursuing national certification as a medical assistant. Upon graduation from the online program, you may be eligible to take the Registered Medical Assistant (RMA) examination given by the American Medical Technologists, the National Certified Medical Assistant (NCMA) exam given by the National Center for Competency Testing (NCCT), the Certified Clinical Medical Assistant (CCMA) exam given by the National Healthcareer Association (NHA), and the Clinical Medical Assistant Certification (CMAC) examination given by the American Medical Certification Association (AMCA).

Washington Students

The state of Washington requires all medical assistants to be certified or registered. Eligibility for certification requires graduation from a postsecondary school or college accredited by a regional or national accrediting agency approved by the U.S. Department of Education, which includes a minimum of 720 clock hours of training in medical assisting skills, including a clinical externship of no less than 160 hours.

In addition, graduates must successfully pass, within 5 years before submitting an initial application for certification, a certification examination issued by the AAMA, AMT, NHA, or NCCT. Students who have completed all requirements except for passage of the examination may obtain interim certification, which will allow them to provide the Medical Assistant—Certified's full scope of practice. This interim certification expires when the graduate obtains the Medical Assistant—Certified credential or after 1 year and cannot be renewed.

Washington students also may obtain a Medical Assistant—Registered credential if they obtain an endorsement from a health care practitioner, clinic, or group practice. Medical Assistant—Registered individuals may perform only the medical tasks listed in their current attestation of endorsement and cannot transfer the registration to another health care practitioner, clinic, or group practice.

For more information, please visit <https://www.doh.wa.gov/LicensesPermitsandCertificates/ProfessionsNewReneworUpdate/MedicalAssistant>.

Nebraska Medication Aide Registry for Medical Assistants

Medical assisting students completing an externship in the state of Nebraska will be required to complete a Medication Aide application with competency validation by an approved Nebraska licensed provider prior to the externship. In addition, you will be required to provide any associated required documentation to the Nebraska Department of Health and Human Services that may include certified copies of court documents for criminal convictions.

South Dakota Students

Medical assistants in South Dakota must meet requirements to practice and must register with the South Dakota Board of Medical and Osteopathic Examiners in order to practice.

Requirements for registration include:

1. Proof of graduation from a medical assistant program approved by the boards;
2. Proof of good moral character;
3. Proof the applicant has graduated from high school or passed a standard equivalency test;
4. Documentation showing the applicant is at least 18 years of age; and
5. Proof of having passed a national certifying exam approved by the boards.

For more information, please visit <http://www.sdbmoe.gov/content/medical-assistant-ma>.

Degree Plan Program Requirements

Code	Title	Credits
Major Requirements		
HS101	Medical Law and Bioethics	5
HS111	Medical Terminology	5
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
HS210	Medical Office Management	5
HS220	Medical Coding and Insurance	5
MA250	Online Professionalism in Health Care	1
MA265	Online Clinical Competencies I	5
MA275	Online Clinical Competencies II	5
MA280	Online Clinical Competencies III	1
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
MA295	Online Medical Assisting Externship and Evaluation	5
Total Major Requirements		57
TOTAL CREDITS		57

Medical Billing/Coding Certificate

Description and Outcomes

The objective of the Medical Billing/Coding Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue an entry-level position as a billing and insurance specialist in either a physician's office or institutional setting, or as a patient referral specialist, coder, or medical receptionist. The curriculum concentrates on helping you acquire the basic skills and knowledge necessary to submit medical claims for reimbursement, process bills, operate computerized billing systems, and gain a working knowledge of various insurance plans. Emphasis is placed on quality of coding for reimbursement and statistical reporting. You will gain additional hours of practical experience in both a virtual lab and onsite practicum location. You will complete a virtually proctored knowledge-based certification exam during your final term through the American Medical Certification Association (AMCA). Upon successful completing of the exam, you will be awarded the Billing and Coding Specialist (BCSC) credential.

Upon graduation, workplace duties may include evaluating medical records in order to appropriately assign ICD-10 and CPT codes related to medical diagnoses and procedures, submitting insurance claims for reimbursement, and evaluating rejected claims for resubmission. You may use computerized billing programs and complete the HCFA claim form. In addition, you may develop a working knowledge of various insurance plans, including their associated regulations and guidelines, in order to efficiently and accurately refer patients to various health care providers.

Practicum Experience

Prior to graduation, you will be required to complete a 40-hour practicum experience during HS292 Billing and Coding Practicum. You will select the facility where you will complete the experience. Detailed guidelines for selection of a facility will be provided during HS215 Medical Insurance and Billing.

Program Length

The Medical Billing/Coding Certificate program consists of 44 quarter credit hours. Upon completion of the program, you will be awarded a certificate.

Program Outcomes

1. Administration: Perform administrative functions of medical billing and coding.
2. Technical: Apply computer literacy skills in managing electronic medical claims.
3. Foundational Knowledge: Demonstrate knowledge of coding and billing guidelines and requirements in the process of medical claims management.
4. Standards, Laws, Ethics, and Professionalism: Analyze ethical and legal standards in practical applications within the discipline of coding and medical claims processing.
5. Critical Thinking: Apply problem-solving skills to real and simulated health care scenarios.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

You will take the Billing and Coding Specialist Certification (BCSC) exam sponsored by the American Medical Certification Association (AMCA) during your capstone course. It is a virtually proctored exam and is designed to provide you with a knowledge-based credential at the time of graduation. Upon completion of the program, you may be eligible to take the Certified Billing and Coding Specialist (CBCS) certification exam sponsored by the National Healthcareer Association (NHA), the Certified Coding Associate (CCA) certification exam sponsored by the American Health Information Management Association (AHIMA), the Certified Coding Specialist-Physician-based (CCS-P[®]) and Certified Coding Specialist (CCS[®]) exams offered by the American Health Information Management Association (AHIMA), and the Insurance and Coding Specialist (NCICS) certification exam sponsored by the National Center for Competency Testing (NCCT). You may be eligible for additional certifications once you attain professional experience.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
HI215	Reimbursement Methodologies	3
HI253	Medical Coding I	5
HI255	Medical Coding II	5
HS111	Medical Terminology	5
HS140	Pharmacology	5
HS200	Diseases of the Human Body	5
HS215	Medical Insurance and Billing	3
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5

HS292	Billing and Coding Practicum	3
Total Major Requirements		44
TOTAL CREDITS		44

Medical Office Administration Certificate

Description and Outcomes

The objective of the Medical Office Administration Certificate program is to prepare you with the knowledge, technical skills, and work habits to pursue entry-level positions in medical offices. The program concentrates on helping you develop skills to submit medical claims for reimbursement, process bills, and develop a working knowledge of various insurance plans as well as administrative procedures. The certificate program provides a broad education to help you develop advanced technical and communication skills.

Upon graduation, you may be eligible to take the examination given by the American Medical Technologists to become a Certified Medical Administrative Specialist (CMAS), the Certified Coding Associate (CCA) examination sponsored by the American Health Information Management Association (AHIMA), and the National Certified Medical Office Assistant (NCMOA) examination given by the National Center for Competency Testing. Refer to the Certification, State Board, and National Board Exams (p. 122) section for important program disclosure information.

Workplace duties may include appointment management and scheduling, medical records management, insurance processing, insurance coding and billing, and fundamentals of financial management. Competence in the field also requires that a medical office assistant display professionalism, communicate professionally, and provide instruction to patients.

Externship Experience

This program blends online coursework with an on-ground experience. If you enroll in the online program, you will need to complete a minimum 160-hour supervised externship in a physician's office or clinic to complete the course of study. Refer to the General Policies (p. 92) section for criminal background check information and the Progression Requirements (p. 122) section for additional requirements.

Program Length

The Medical Office Administration Certificate program consists of a minimum of 57 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate in medical office administration.

Program Outcomes

Discipline-Specific Outcomes

1. Administration: Exhibit proficiency in clerical and administrative functions required of medical office staff.
2. Standards, Laws, and Ethics: Employ professional, ethical, and legal standards in health care practice.
3. Foundational Knowledge of Allied Health Sciences: Integrate knowledge from behavioral and biological sciences as a basis for allied health practices.
4. Professionalism: Embody professional behaviors as defined by the disciplines of allied health.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

1. You will be withdrawn from the program if you are unable to successfully complete MO290 Medical Office Administration Externship and Evaluation on the second attempt.
2. Prior to beginning the first clinical experience, you must provide documentation of completion of an approved Health Care Provider CPR training course. Approved courses include: American Heart Association (Basic Life Support for the Healthcare Provider; Heartsaver CPR; and AED, Healthcare Provider), American Red Cross (Adult and Child CPR w/AED; CPR/AED for the Professional Rescuer; CPR/AED for the Professional Rescuer and Healthcare Provider; BLS/CPR for Healthcare and Public Safety; and BLS for Healthcare Providers), and ProCPR (ProFirst Aid blended course for Healthcare Providers).
3. As an online student, you must:
 - a. Provide notice of intent to enroll in clinical courses and externships 3 months prior to the beginning of the term in which you wish to enroll. Notification must be submitted to the Health Sciences Clinical Placement Department using the appropriate application form.
 - b. Complete a clinical orientation workshop and pass a criminal background check prior to placement at a clinical, practicum, or externship site.
 - c. Enroll in EL206 Academic Prior Learning Portfolio in your second term if you are interested in pursuing credit for experiential learning. You must complete the portfolio development and assessment process by the end of the third term or by the time you have accumulated 30 credits within your program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record,

meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Medical Office Administration Certificate program is designed to prepare you with the administrative skills to provide outstanding patient care. The program is structured to provide appropriate academic preparation if you are interested in pursuing national certification as a medical administrative specialist. After completion of the program, you may be eligible to take the Certified Medical Administrative Specialist examination given by the American Medical Technologists and the Certified Coding Associate (CCA) examination sponsored by the American Health Information Management Association (AHIMA).

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
HI215	Reimbursement Methodologies	3
HI253	Medical Coding I	5
HI255	Medical Coding II	5
HS101	Medical Law and Bioethics	5
HS111	Medical Terminology	5
HS200	Diseases of the Human Body	5
HS210	Medical Office Management	5
HS240	Medical Office Accounting	3
MO250	Medical Records Management	3
MO270	Advanced Medical Office Management	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
MO290	Medical Office Administration Externship and Evaluation	3
Total Major Requirements		57
TOTAL CREDITS		57

School of Nursing

Mission Statement

The Purdue Global School of Nursing mission is to prepare and develop a diverse population of undergraduate and graduate nursing students to launch, enhance, and change health care careers that contribute to the art and science of nursing. Our faculty are practitioners and scholars who provide a state-of-the-art education within an innovative and accessible learning environment. Our programs build student knowledge and confidence to transform health care. Graduates are prepared to effectively address health care priorities in local, national, and global settings with enriched professional attributes in evidence-based practice and scholarship, critical thinking, leadership, interprofessional communication, and lifelong learning.

General Policies

Upon acceptance to a nursing program, you will receive the School of Nursing Handbook. This handbook outlines policies and procedures specific to the nursing programs, in addition to the below.

Admissions Requirements

In addition to Purdue Global's general requirements, you must complete a criminal background check, as required by applicable federal and/or state regulatory agencies. See the Criminal Background Check Policy below for more information.

Refer to the program-specific policy pages for additional admissions requirements.

Criminal Background Check Policy

If you are a prospective or new student enrolled in an associate's or bachelor's degree program in the School of Nursing, you must submit a request for a criminal background check to the Purdue Global-approved vendor prior to the first day of your first term. No funding will be processed until an approved background check is on file. If your background check is not approved by the end of the third week of your first term, your enrollment will be cancelled.

Additional criminal background check information may be required based on your state and/or clinical setting's requirements. The state of Iowa requires that criminal background checks include information from the Iowa Department of Human Services relating to child abuse and dependent adult abuse. If you reside in Iowa, you must authorize the University to obtain this information.

Clinical Experiences

In particular phases of study, some courses include a clinical experience that is to be completed without compensation.

Although you are supervised by professionals at your clinical site, you must continue to participate in the online course activities and complete all assignments.

You must meet the following eligibility requirements prior to starting a clinical:

1. You may not have an incomplete grade ("I") for any major course.
2. You must have a 2.0 GPA for any prior practicum or clinical experiences.

During clinical training, you are expected to perform in an ethical, safe, and professional manner and to assist in all matters appropriate to the scope of practice. Failure to do so may result in course failure and dismissal from the program.

All clinical sites are carefully selected based on an evaluation of site personnel, facilities, geographic location, availability, and type of learning experience provided.

The University maintains affiliation agreements with a variety of facilities. Some facilities may have special requirements that must be met. If you have a particular interest in a facility with which the University is not affiliated, you may bring this to the attention of the Clinical Coordinator so the site may be evaluated.

If you are absent from clinical training, you must inform both the site and the clinical instructor. You must comply with all attendance expectations while completing a clinical experience.

Clinical sites may require a criminal background check or medical examination.

Refer to the Progression Requirements section of the program-specific policy pages for additional requirements.

Progression Requirements

The University may require you to submit to a drug/chemical substance test at any time during the course of the program if there is evidence of impaired behavior that may pose a risk to patients, other students, or the education program. The requirement to submit to a drug/chemical substance test is based on an assessment of behavior that reflects possible drug use and/or impairment. You must provide a valid, verifiable, current prescription and evidence of appropriate medical supervision for medications that may affect your academic or clinical performance during the nursing program. If you refuse the test, the University will assume you are using drugs/alcohol, which is considered a conduct violation.

State laws may permit the use of marijuana for medicinal or recreational use; however, federal laws prohibit the use, possession, and/or cultivation of marijuana at educational institutions that are recipients of federal funds. You will be required to undergo drug testing according to the Purdue Global School of Nursing Drug Screening Policy. Any student testing positive for marijuana or derivatives will not be allowed continued enrollment in the nursing program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course

of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Programs

Prelicensure Bachelor of Science in Nursing

The Prelicensure Bachelor of Science in Nursing program offers a dynamic curriculum designed to organize and integrate content, skills, and procedures, increase your knowledge and competence, and provide the foundation for progressively higher levels of nursing practice. The program emphasizes professional growth and continuous learning, and features a capstone course and a professional development plan that includes career planning.

[View Program Details \(p. 126\)](#)

Bachelor of Science in Nursing—RN-to-BSN

If you are a registered nurse, the Bachelor of Science in Nursing—RN-to-BSN program could provide you with the education to enhance your skills, better meet the complex demands of health care, and pursue employment in numerous nursing and management specialties. Additionally, the program is designed as a foundation to help you pursue graduate nursing studies.

[View Program Details \(p. 130\)](#)

Associate of Science in Nursing (Iowa and Nebraska)

The Associate of Science in Nursing program is a prelicensure nursing education program. The program offers a dynamic curriculum designed to organize and integrate content, skills, and procedures, increase your knowledge and competence, and provide the foundation for progressively higher levels of nursing practice.

[View Program Details \(p. 136\)](#)

Prelicensure Bachelor of Science in Nursing

Description and Outcomes

The Prelicensure Bachelor of Science in Nursing program offers a dynamic curriculum designed to organize and integrate content, skills, and procedures, increase your knowledge and competence, and provide the foundation for progressively higher levels of nursing practice.

A Bachelor of Science in Nursing degree is considered essential for registered nurses seeking broader professional responsibilities and career opportunities. Baccalaureate-level nurses are typically generalists that provide direct and indirect patient care. The program emphasizes professional growth and continuous learning, and features a capstone course and a professional development plan that includes career planning.

Upon successful completion of the required plan of study and all other graduation requirements, you may be academically prepared to apply to take the licensing examination for registered nurses (NCLEX-RN®). Refer to the Certification, State Board, and National Board Exams (p. 127) section for important program disclosure information.

A Bachelor of Science in Nursing degree prepares members of the nursing profession who are effective in the integration of evidence as a foundation for practice. The program emphasizes professional growth and lifelong learning by building upon a foundation of the arts, sciences, and humanities. Program outcomes promote leadership in a culturally diverse and global health care system that is rapidly changing. Graduates are prepared to provide direct and indirect care for individuals, families, communities and populations.

The Prelicensure BSN program option provides a comprehensive foundation for the development of nurses who are safe, effective practitioners. Program outcomes align with professional nursing standards and guidelines. Using courses in the arts, sciences, and humanities as a foundation, the curriculum integrates several learning modes, including theory, lab, clinical, and simulation experiences that incorporate the knowledge, skills, and values essential for professional nursing practice. The core courses cover in-depth physical assessment, evidence-based practice, interprofessional collaboration, information technology, leadership, and public health nursing. Also, you may choose nursing electives, which can serve as precertification preparation for subspecialty areas of nursing, including hospice/palliative care nursing, transcultural nursing, faith community nursing, and holistic nursing. Delivery of the content is through distance and onsite learning. Graduates are prepared to provide care across the lifespan, manage various health conditions along the wellness/illness continuum, and possess a foundation for progressively higher levels of nursing practice.

Program Length

The Prelicensure BSN option of the Bachelor of Science in Nursing program consists of a minimum of 182 quarter credit hours. Upon successful completion of the Prelicensure BSN program option, you will receive a Bachelor of Science in Nursing (BSN) degree.

Program Availability

Enrollment in the program is limited. Contact an Admissions Advisor for details.

Discipline-Specific Outcomes

1. Integrate theoretical and empirical knowledge from the arts, sciences, and humanities to support nursing practice.
2. Apply organizational and systems leadership concepts in providing safe, cost-effective, and quality nursing care.
3. Integrate evidence in planning, implementing, and evaluating outcomes of care.
4. Implement safe and appropriate use of informatics and emerging health care technologies in the delivery of nursing care.
5. Analyze the influence of power, politics, policy, finance, and regulatory guidelines on health systems and nursing practice.
6. Employ interprofessional communication to lead collaborative teams in delivering patient centered care.
7. Incorporate health promotion, prevention, and risk-reduction strategies to provide population-focused care.
8. Demonstrate clinical reasoning that reflects ethical and professional nursing values.
9. Deliver nursing care to individuals, families, groups, communities, and populations to achieve positive outcomes in a variety of health care settings.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

This program is only available to residents of the state of Maine who enroll at the Augusta location and to students who enroll at the Omaha location.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you have held prior health care licensure or certification, it may be subject to additional review during the admissions process. Past disciplinary action may be grounds for denial of admission to the program.

If applying for admission, you must:

1. Be at least 18 years old at the program's start date.
2. Complete an informational interview with an admissions representative.
3. Submit proof of evidence of high school graduation or a GED certificate and official transcripts from all other colleges and universities.
4. Achieve a passing score on the standardized admission examination that evaluates basic academic skills. Additional information about the exam is available through the School of Nursing.

- Complete an admissions interview conducted by the Director of Nursing or designee.
- Complete enrollment activities, including submission of the Student Expectations Acknowledgment Form. You must also submit a request for a criminal background check (p. 18) to the Purdue Global-approved vendor prior to the first day of your first term. If an approved background check is not on file with the University prior to the first day of your first term, your enrollment will be cancelled.
- Pay all applicable application fees.

Southeast Iowa. If you are enrolled in the Prelicensure Bachelor of Science in Nursing at the Augusta location, you are required to complete your clinical experiences at various sites throughout the state of Maine. Faculty will assign you to a clinical site, and you will be supervised by a faculty clinical instructor. You are responsible for arranging and paying for your own transportation, housing, and availability to attend clinical experiences. Clinical locations may change at any time. You are required to complete all clinical activities assigned. Failure to meet clinical attendance requirements will result in failure of the course.

Progression Requirements

- You must achieve a minimum grade of "C" in each of the required courses for the program and attain a minimum cumulative GPA of 2.5.
- You will be withdrawn from the program if unable to successfully complete a course on the second attempt.
- Prior to beginning any nursing major course, you must successfully complete the following courses with a minimum grade of "B":

Code	Title	Credits
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
SC246	Fundamentals of Microbiology	5
MM212	College Algebra	5
MM207	Statistics	5

If you are applying for transfer credit for any of the courses listed above, the prior course must have a grade of "B" or better to transfer. You will have one opportunity to repeat a course. If you fail to achieve a "B" on the second attempt, you will be dismissed from the program.

- In order to remain enrolled in the program, you must submit proof of a negative result on drug/chemical substance testing by the deadline specified by the location where you are enrolled. You must provide a valid, verifiable, current prescription and evidence of appropriate medical supervision for medications that may affect your academic or clinical performance during the nursing program. If you test positive and do not have a prescription as described above, you will not be permitted to start the program or re-enroll at a later date.
- Prior to the start of the sequence of clinical courses, you will be required to submit the following:
 - Proof of a physical exam no more than 1 year old. The exam must be signed by a medical doctor, physician assistant, doctor of osteopathy, or nurse practitioner.
 - Documentation of required health examinations, tests, and immunizations.
 - Current American Heart Association CPR certification (also called BLS) at the health care provider level; online and American Red Cross will not be accepted. Certification must be valid during your full tenure in the program.

You may be required to pass a second criminal background check prior to beginning certain courses that require clinical experiences.

- Some facilities may require additional documentation, as necessary, to comply with specific federal and/or state requirements for student nurse candidates. Failure to submit appropriate documentation to participate in clinical experiences by the deadline will result in dismissal from the University.
- If you are enrolled in the Prelicensure Bachelor of Science in Nursing at the Omaha location, you are required to complete your clinical experiences at various sites throughout the state of Nebraska and

Accelerated LPN-to-BSN (Omaha)

In addition to meeting the above progression requirements, students enrolled in the Accelerated LPN-to-BSN must also meet the following requirements:

- Active, unrestricted LPN license
- Resume outlining at least 1 year of LPN experience
- Letter of recommendation indicating satisfactory LPN job performance from a supervisor who has worked with the LPN for at least 6 months
- Letter from the LPN applicant outlining interest in the LPN-to-BSN curriculum and requesting placement in the Accelerated LPN-to-BSN curriculum provided to the Director of Nursing at least 4 weeks before a scheduled Boot Camp session
- Successful completion of the LPN Boot Camp

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Prelicensure Bachelor of Science in Nursing program is designed to help you become academically and clinically qualified to provide outstanding patient care. Upon successful completion of the program of study, you may be academically prepared to apply to take the national licensure examination for registered nurses (NCLEX-RN[®]). This program meets the educational requirements to obtain licensure in the states

of Maine and Nebraska. For more information on additional eligibility requirements, please visit:

- Maine Board of Nursing: <http://www.maine.gov/boardofnursing/licensing/index.html>
- Nebraska Board of Nursing: <http://dhhs.ne.gov/publichealth/pages/crINursingAppsReqsFeesLPNRN.aspx>

Degree Plan Program Requirements

Maine and Omaha

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
MM212	College Algebra	5
SC246	Fundamentals of Microbiology	5
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
MM207	Statistics	5
PS124	Introduction to Psychology	5
SC115	Principles of Nutrition	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
SC156	Principles of Chemistry ¹	5
or SS144	Sociology	
SC435	Genetics	6
Total Major Requirements		36
Open Electives Requirements		
Open Electives		10
Total Open Electives Requirements		10
Nursing Major Requirements		
NU301	Fundamentals of Nursing Care	6
NU301ME	Fundamentals of Nursing Care Clinical	4
NU305	Clinical Pharmacology	5
NU307	Physical Assessment	5
NU309	Pathophysiology for Nursing	4
NU310	Research Guided Evidence-Based Nursing Practice	6
NU311	Nursing Care of Adults I	5

NU311ME	Nursing Care of Adults I Clinical	5
NU321	Nursing Care of Childbearing Families	4
NU321ME	Nursing Care of Childbearing Families Clinical	3
NU327	Nursing Care of Children, Adolescents, and Families	4
NU327ME	Nursing Care of Children, Adolescents, and Families Clinical	3
NU330	Nursing Care of the Mental Health Patient and Family	4
NU330ME	Nursing Care of the Mental Health Patient and Family Clinical	2
NU341	Nursing Care of Adults II	5
NU341ME	Nursing Care of Adults II Clinical	5
NU411	Nursing Care of Adults III	4
NU411ME	Nursing Care of Adults III Clinical	3
NU418	Nursing Care of the Geriatric Patient	4
NU418ME	Nursing Care of the Geriatric Patient Clinical	2
NU422	Leadership, Management, Issues, and Trends in Nursing	5
NU452	Community-Based Nursing Care	4
NU452ME	Community-Based Nursing Care Clinical	2
NU496	Bachelor's Capstone in Nursing for Entry-Level Practice	4
NU496ME	Bachelor's Capstone in Nursing for Entry-Level Practice Clinical	5
Total Nursing Major Requirements		103
TOTAL CREDITS		182

¹ Students enrolled at a Maine location will take SS144 Sociology; students enrolled at the Omaha location will take SC156 Principles of Chemistry.

Omaha - Accelerated LPN-to-BSN

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
MM212	College Algebra	5
SC246	Fundamentals of Microbiology	5
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		

MM207	Statistics	5
PS124	Introduction to Psychology	5
SC115	Principles of Nutrition	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
SC156	Principles of Chemistry	5
SC435	Genetics	6
Total Major Requirements		36
Open Electives Requirements		
Open Electives		10
Total Open Electives Requirements		10
Nursing Major Requirements		
NU302	Transitions I for LPN-to-BSN Students	4
NU302NE	Transitions I For LPN-to-BSN Clinical	2
NU303	Transitions II for LPN-to-BSN Students	4
NU303NE	Transitions II for LPN-to-BSN Clinical	2
NU305	Clinical Pharmacology	5
NU307	Physical Assessment	5
NU309	Pathophysiology for Nursing	4
NU310	Research Guided Evidence-Based Nursing Practice	6
NU311	Nursing Care of Adults I	5
NU311ME	Nursing Care of Adults I Clinical	5
NU341	Nursing Care of Adults II	5
NU341ME	Nursing Care of Adults II Clinical	5
NU411	Nursing Care of Adults III	4
NU411ME	Nursing Care of Adults III Clinical	3
NU422	Leadership, Management, Issues, and Trends in Nursing	5
NU452	Community-Based Nursing Care	4
NU452ME	Community-Based Nursing Care Clinical	2
NU496	Bachelor's Capstone in Nursing for Entry-Level Practice	4
NU496ME	Bachelor's Capstone in Nursing for Entry-Level Practice Clinical	5
Prior LPN Experience and Coursework ¹		24
Total Nursing Major Requirements		103
TOTAL CREDITS		182

¹ Students will be awarded 24 credits for successfully completing the Accelerated LPN-to-BSN (Omaha) progression requirements.

Bachelor of Science in Nursing—RN-to-BSN

Description and Outcomes

A Bachelor of Science in Nursing degree prepares members of the nursing profession who are effective in the integration of evidence as a foundation for practice. The program emphasizes professional growth and lifelong learning by building upon a foundation of the arts, sciences, and humanities. Program outcomes promote leadership in a culturally diverse and global health care system that is rapidly changing. Graduates are prepared to provide direct and indirect care for individuals, families, communities, and populations.

The RN-to-BSN program option provides registered nurses with the education to enhance their skills, better meet the complex demands of health care, and pursue employment in numerous nursing management and practice specialties. Program outcomes align with professional nursing standards and guidelines. The core courses cover in-depth physical assessment, evidence-based practice, and chronicity throughout the lifespan, interprofessional collaboration, information technology, leadership, case management, and public health nursing. Near the end of the program, you will create a professional development plan, a curriculum vitae (CV), and an ePortfolio displaying your coursework, which can be shared with future employers. Finally, the program is designed as a foundation to support registered nurses interested in pursuing graduate nursing studies.

Tracks of Study

The RN-to-BSN program option features two tracks of study: the advanced start track and standard track. You will enroll in the track relevant to your previously completed nursing program. If you enroll in the standard track, you will be provided with an individualized plan of study that will allow you to complete required coursework intended to provide a solid foundation for the bachelor's degree curriculum.

Nursing Electives

You will complete nursing elective courses as part of your degree requirements, available in the following areas:

- Case management across the continuum of care
- Faith community nursing
- Holistic professional nursing practice
- Hospice and palliative care
- Independent study
- Primary care in the ambulatory setting
- Transcultural nursing

Some of the nursing elective courses may also prepare you for certifications recognized by the Magnet Recognition Program[®]. Please see the Certification, State Board, and National Board Exams (p. 132) section for more information. You may also speak to your Student Advisor for more information on the nursing elective courses.

ExcelTrack Option

The ExcelTrack option for the Bachelor of Science in Nursing—RN-to-BSN is designed to allow students with applicable skills, professional experience, and self-direction to accelerate their pace toward earning their degree. In the ExcelTrack option, there are no required weekly assignments or class hours per course—just one final comprehensive

project. Students must take all modules of the master course outcome. All modules must be taken in sequential order. Students cannot test out of any part. With a few rare exceptions, ExcelTrack courses are divided into small one-credit courses that allow flexible course loads each term. ExcelTrack uses a term-based tuition model: the more courses students complete per term, the greater their cost savings. To determine if ExcelTrack is a good fit for you, speak to your University representative. For more information on the policies governing ExcelTrack programs, see the academic policy (p. 6) section of the Catalog.

Accelerated Master of Science in Nursing Option

If you are interested in earning both a bachelor's and master's degree in nursing, consider the Accelerated Master of Science in Nursing option. Refer to the Progression Requirements (p. 131) section for details.

Program Length

The RN-to-BSN program option of the Bachelor of Science in Nursing program consists of a minimum of 180 quarter credit hours including the requisite associate's degree, diploma, or certificate in nursing. In addition, you must also complete all prerequisites for the bachelor's degree courses. Thus, you may need to complete more than the minimum number of credits required for the bachelor's degree. Upon successful completion of the program, you will receive a Bachelor of Science in Nursing (BSN) degree.

Program Outcomes

Discipline-Specific Outcomes

1. Integrate theoretical and empirical knowledge from the arts, sciences, and humanities to support nursing practice.
2. Apply organizational and systems leadership concepts in providing safe, cost-effective, and quality nursing care.
3. Integrate evidence in planning, implementing, and evaluating outcomes of care.
4. Implement safe and appropriate use of informatics and emerging health care technologies in the delivery of nursing care.
5. Analyze the influence of power, politics, policy, finance, and regulatory guidelines on health systems and nursing practice.
6. Employ interprofessional communication to lead collaborative teams in delivering patient centered care.
7. Incorporate health promotion, prevention, and risk-reduction strategies to provide population-focused care.
8. Demonstrate clinical reasoning that reflects ethical and professional nursing values.
9. Deliver nursing care to individuals, families, groups, communities, and populations to achieve positive outcomes in a variety of health care settings.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If applying for admission, you must:

1. Provide documentation of a current, unencumbered license to practice as a registered nurse in at least one U.S. state or provide evidence of a nursing license comparable to a U.S. registered nurse license from the nation, province, or region where you are employed as a nurse. Proof of foreign licensure must be submitted at the time of enrollment. The University will verify the authenticity of all submitted foreign nursing licenses. If you are a recent graduate of an Associate of Science in Nursing program and have not yet passed the NCLEX-RN® exam, you may apply for admission through the prelicensure contingency enrollment procedures set forth below.
2. Possess an associate's degree, diploma, or certificate in nursing with a minimum of 50 quarter credit hours of eligible credit with a focus in nursing.
3. Have a cumulative GPA of 2.5 (out of 4.0) reflected on the transcript for the applicant's nursing degree or apply for admission through the alternative admissions procedures set forth below.

Alternative Admissions Options

If you have a GPA between 2.0 and 2.5 from an accredited institution, you may apply for admission to the program by completing an Alternative Admissions Dean's Evaluation.

The Dean of the School of Nursing or a designee will review your work history, transcripts, and resume and determine whether admission is appropriate. If you have a cumulative GPA below 2.5 and have not completed an Alternative Admissions Dean's Evaluation, you will not be admitted to the program.

Prelicensure Contingency Enrollment

If you have graduated within the past 3 months from an Associate of Science in Nursing program, but have not yet taken or passed the NCLEX-RN exam, you may apply for admission to the Bachelor of Science in Nursing program by completing a Contingency Enrollment Dean's Evaluation.

In addition to meeting the stated admissions requirements, the following documentation will be required at the time of application:

1. An unofficial transcript indicating a completed associate's degree in nursing and a cumulative GPA of 3.0 or higher from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.
2. A letter of recommendation submitted directly from the Director of Nursing/Dean or equivalent at the previous institution verifying your aptitude to undertake the NCLEX-RN exam and enroll in the Bachelor of Science in Nursing-RN-to-BSN program.

The Dean of the School of Nursing or a designee will determine if you may enroll.

If you are accepted under the terms of prelicensure contingency enrollment, you will be considered conditionally admitted and will also be required to:

1. Submit a request for a criminal background check (p. 18) to the Purdue Global-approved vendor prior to the first day of your first term. If your background check is not approved by the end of the third week of your first term, your enrollment will be cancelled.
2. Submit proof of a current, unencumbered license to practice as a registered nurse in at least one U.S. state by the end of the second term. This will indicate that you have successfully passed the NCLEX-RN exam.

If the proof of RN licensure is not submitted by the end of the second term, you will be blocked from classes until such documentation is provided. If, for any reason, you do not furnish proof of RN licensure by the end of the second term, or if the documentation submitted is found to be false, you will be subject to immediate dismissal from the University and the University will take all other appropriate actions. If you furnish valid proof of RN licensure after your dismissal, and all other requirements are met, you may be fully accepted into the Bachelor of Science in Nursing-RN-to-BSN and will only then be able to receive credit for all coursework completed. You must re-enroll through the Office of Returning Students.

Requirements for Graduates of Foreign Nursing Programs

If you graduated from a foreign nursing program, you must submit an official course-by-course evaluation of your nursing program to a foreign credential evaluation service. The University will accept an unofficial copy of the foreign transcript evaluation submitted at the time of licensure in the U.S. or the equivalent educational verification that was required at the time of licensure in a foreign nation, province, or region. The official foreign credential evaluation must be received by the Office of the Registrar prior to the end of the first term.

The evaluation must be completed by an approved agency listed by the National Association of Credential Evaluation Services at <http://www.naces.org/members.htm> or by another service approved by the University.

Due to the variation in structure of foreign nursing programs, it is not always possible to identify equivalent nursing courses in U.S. certificate, diploma, or associate's degree programs. If, at the time of enrollment, you meet the following requirements, you may be approved for admission to the Bachelor of Science in Nursing-RN-to-BSN program:

- You are licensed as a registered nurse in at least one U.S. state or in the U.S. military or provide evidence of a nursing license comparable to a U.S. registered nurse license from a foreign nation, province, or region
- Your transcript evaluation reflects a minimum of 50 quarter credit hours of eligible credit with a focus in nursing

The School of Nursing will admit applicants on a case-by-case basis.

Progression Requirements

1. You must achieve a minimum grade of "C" in each of the required courses for the program and attain a minimum cumulative GPA of 2.5. If you have chosen the ExcelTrack option, you will adhere to the ExcelTrack grading scale (see Academic Grades and Marks (p. 39)).
2. You will be withdrawn from the program if unable to successfully complete a course on the second attempt.
3. The Bachelor of Science in Nursing-RN-to-BSN program has an articulation plan that allows you to obtain higher education academic credit and reduce repetition of previous coursework. The

articulation options are determined using your state of residency and original transcripts from the certificate, diploma, or degree-granting institution. Your transcripts will be evaluated in their entirety for possible transfer of prior academic credits.

- By the end of the first term, you must submit official transcripts indicating a completed associate's degree, diploma, or certificate in nursing. This same transcript must also show a cumulative GPA of 2.5 or higher from all previous coursework. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Accelerated Master of Science in Nursing Option

If you choose to complete the Accelerated Master of Science in Nursing option, you will have the opportunity to complete up to three graduate courses (listed below) in place of open elective requirements.

Code	Title	Credits
MN501	Advanced Nursing Roles	5
MN502	Theoretical Foundations of Advanced Practice Nursing	5
MN504	Scientific and Analytic Approaches to Advanced Evidence-Based Practice	5

If you choose this option, you will be subject to the graduate-level grading scale (p. 39) while enrolled in the graduate-level courses. Upon subsequent enrollment in the Master of Science in Nursing, the final grades from these courses will be applied to the Master of Science in Nursing degree plan and will count in the evaluation for satisfactory academic progress (p. 40).

Criminal Background Check

Before you are fully admitted into the program you must submit a request for a criminal background check (p. 18) to the Purdue Global-approved vendor prior to the first day of your first term. If your background check is not approved by the end of the third week of your first term, your enrollment will be cancelled.

Graduation Requirements

In addition to Purdue Global's general graduation requirements (p. 50), you must achieve a minimum grade of "C" in each of the major and core requirements for the program. If you have chosen the ExcelTrack option, you will adhere to the ExcelTrack grading scale (see Academic Grades and Marks (p. 39)).

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course

of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

RN-to-BSN - Advanced Start Track

Code	Title	Credits
Prior Degree Requirements ¹		
Prior Degree or Diploma in Nursing		90
Total Prior Degree Requirements		90
Core Requirements		
CS204	Professional Presence	3
MM207	Statistics	5
SC246	Fundamentals of Microbiology	5
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		23
Major Requirements		
NU300	Professional Leadership Transitions	6
NU310	Research Guided Evidence-Based Nursing Practice	6
NU333	Health Assessment for the Nursing Professional	5
NU416	Chronicity Within Nursing Care Across the Life Span	6
NU420	Leadership and Management in the Changing Health Care Environment	6
NU450	Public Health Nursing - Population-Centered Health Care in the Community	6
NU499	Bachelor's Capstone in Nursing	6
Total Major Requirements		41
Open Elective Requirements		
300/400 Level	Nursing Electives	10
Open Electives ²		16
Total Open Elective Requirements		26
TOTAL CREDITS		180

¹ Students who have not met prerequisite requirements or state-specific general education requirements may need to complete more than the required 180 quarter credit hours to fulfill degree plan requirements.

² Students who are interested in continuing on to pursue Purdue Global's Master of Science in Nursing should consider the Accelerated Master of Science in Nursing option where students can take graduate-level courses in place of open electives.

RN-to-BSN - Standard Track

Code	Title	Credits
Prior Degree Requirements		
Prior Degree or Diploma in Nursing		50
Total Prior Degree Requirements		50
Prerequisite Requirements ¹		
CM107	College Composition I	
CM220	College Composition II	
MM150	Survey of Mathematics	
or MM212	College Algebra	
PS124	Introduction to Psychology	
Core Requirements		
CS204	Professional Presence	3
MM207	Statistics	5
SC246	Fundamentals of Microbiology	5
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		23
Major Requirements		
NU300	Professional Leadership Transitions	6
NU310	Research Guided Evidence-Based Nursing Practice	6
NU333	Health Assessment for the Nursing Professional	5
NU416	Chronicity Within Nursing Care Across the Life Span	6
NU420	Leadership and Management in the Changing Health Care Environment	6
NU450	Public Health Nursing - Population-Centered Health Care in the Community	6
NU499	Bachelor's Capstone in Nursing	6
Total Major Requirements		41
Open Elective Requirements		
300/400 Level	Nursing Electives	10
Open Electives ²		56
Total Open Elective Requirements		66
TOTAL CREDITS		180

¹ Students who have not met prerequisite requirements or state-specific general education requirements may need to complete more than the required 180 quarter credit hours to fulfill degree plan requirements.

² Students who are interested in continuing on to pursue Purdue Global's Master of Science in Nursing should consider the Accelerated Master of Science in Nursing option where students can take graduate-level courses in place of open electives.

ExcelTrack Program Requirements

RN-to-BSN - Advanced Start Track

Code	Title	Credits
Prior Degree Requirements ¹		
Prior Degree or Diploma in Nursing		90
Total Prior Degree Requirements		90
Core Requirements		
CS204 Professional Presence		
CS204M1	Maintaining a Professional Presence	1
CS204M2	Professional Communication Skills and Online Presence	1
CS204M3	Professional Culture and Career Marketability	1
MM207 Statistics		
MM207M1	Examining Data	1
MM207M2	Graphical Methods	1
MM207M3	Variable Relationships	1
MM207M4	Applying Probability	1
MM207M5	Confidence Intervals	1
SC246 Fundamentals of Microbiology		
SC246M1	Introduction to Microbiology and Chemistry	1
SC246M2	Microbial Growth and Genetics	1
SC246M3	Prokaryotic and Eukaryotic Microbes, Viruses, and Chemotherapy	1
SC246M4	Epidemiology, Microbial Pathogenicity, and Immunology	1
SC246M5	Environmental Microbiology	1
HU200 Arts and Humanities - Modern Creative Expressions		
HU200M1	The Humanities and Photography	1
HU200M2	Painting and Architecture	1
HU200M3	Theatre and Literature	1
HU200M4	Cinema and Music	1
HU200M5	Television and the Interrelationship of the Arts	1
SS236 People, Power, and Politics - An Introduction to American Government		
SS236M1	The Constitution and Federalism	1
SS236M2	The Executive and Legislative Branches	1
SS236M3	The Judicial Branch and Civil Rights and Civil Liberties	1
SS236M4	Politics Today - Political Parties and Outside Interests	1
SS236M5	Politics Today - Domestic, Economic, and Foreign Policies	1
Total Core Requirements		23

Major Requirements		
NU300	Professional Leadership Transitions	
NU300M1	Leading in Excellence	1
NU300M2	Leading in a Diverse World	1
NU300M3	Leading in Evidence-Based Practice	1
NU300M4	Leading in Health Care Technology	1
NU300M5	Leading in Professionalism	1
NU300M6	Leading in Health and Wellness	1
NU310	Research Guided Evidence-Based Nursing Practice	
NU310M1	Components and Models	1
NU310M2	Credibility of Sources	1
NU310M3	Theory and Nursing Research Connections	1
NU310M4	Ethical Research Principles	1
NU310M5	Clinically Relevant Interprofessional Practice	1
NU310M6	Best Practice to Improve Patient Outcomes	1
NU333	Health Assessment for the Nursing Professional	
NU333M1	Comprehensive Holistic Assessment and History	1
NU333M2	Assessment Techniques for Skin, Hair, Nails, and Head	1
NU333M3	Assessment Techniques for Thorax and Abdomen	1
NU333M4	Musculoskeletal and Neurological Assessment	1
NU333M5	Comprehensive Holistic Health Assessment	1
NU416	Chronicity Within Nursing Care Across the Life Span	
NU416M1	Strategies for Therapeutic Communication	1
NU416M2	Technology and Chronic Condition Self-Management	1
NU416M3	Factors That Influence Chronic Illness	1
NU416M4	Holistic Health Assessment	1
NU416M5	Applying Evidence to Chronic Care Management	1
NU416M6	Using Evidence to Maximize Wellness	1
NU420	Leadership and Management in the Changing Health Care Environment	
NU420M1	Leadership Theory and Research	1
NU420M2	Change Agent to Diverse Populations	1
NU420M3	Organizational Structure	1
NU420M4	Quality of Care	1
NU420M5	Accountability of Care and Ethics	1
NU420M6	Communication Techniques and Working Relationships	1
NU450	Public Health Nursing - Population-Centered Health Care in the Community	
NU450M1	Ethics, Equity, and Public Health Practices	1
NU450M2	Population Health Appraisal	1
NU450M3	Population Health Determinants	1
NU450M4	Collaborative Community Partnerships	1

NU450M5	Public Health System Analysis	1
NU450M6	Innovation and Strategic Planning	1
NU499	Bachelor's Capstone in Nursing	6
Total Major Requirements		41
Open Elective Requirements ²		
300/400 Level	Nursing Electives	10
Open Electives		16
Total Open Elective Requirements		26
TOTAL CREDITS		180

¹ Students who have not met prerequisite requirements or state-specific general education requirements may need to complete more than the required 180 quarter credit hours to fulfill degree plan requirements.

² Students who are interested in continuing on to pursue Purdue Global's Master of Science in Nursing should consider the Accelerated Master of Science in Nursing option where students can take graduate-level courses in place of open electives.

RN-to-BSN - Standard Track

Code	Title	Credits
Prior Degree Requirements		
Prior Degree or Diploma in Nursing		50
Total Prior Degree Requirements		50
Prerequisite Requirements ¹		
CM107	College Composition I	
CM107M1	Understanding What You Read - A Pathway to Reading and Writing Success	
CM107M2	Using Language Appropriate to Audience and Writing Situation	
CM107M3	Writing an Effective Academic Essay	
CM107M4	Locating, Integrating, and Citing Reliable and Relevant Sources	
CM107M5	Writing Effective Professional Documents	
CM220	College Composition II	
CM220M1	Defining Effective Communication in Different Contexts	
CM220M2	Constructing Logical Arguments	
CM220M3	Using Research to Support Academic and Professional Assertions	
CM220M4	Articulating a Strong Written Argument	
CM220M5	Communicating Solutions With Digital Media	
MM212	College Algebra	
MM212M1	Factoring and Polynomials	
MM212M2	Analyzing Rational and Radical Expressions	
MM212M3	Solving Linear Equations and Graphing	
MM212M4	Solving Quadratic Equations	
MM212M5	Solving Exponential and Logarithmic Equations	
PS124	Introduction to Psychology	
Core Requirements		
CS204	Professional Presence	
CS204M1	Maintaining a Professional Presence	1
CS204M2	Professional Communication Skills and Online Presence	1

CS204M3	Professional Culture and Career Marketability	1	NU333M1	Comprehensive Holistic Assessment and History	1
MM207	Statistics		NU333M2	Assessment Techniques for Skin, Hair, Nails, and Head	1
MM207M1	Examining Data	1	NU333M3	Assessment Techniques for Thorax and Abdomen	1
MM207M2	Graphical Methods	1	NU333M4	Musculoskeletal and Neurological Assessment	1
MM207M3	Variable Relationships	1	NU333M5	Comprehensive Holistic Health Assessment	1
MM207M4	Applying Probability	1	NU416	Chronicity Within Nursing Care Across the Life Span	
MM207M5	Confidence Intervals	1	NU416M1	Strategies for Therapeutic Communication	1
SC246	Fundamentals of Microbiology		NU416M2	Technology and Chronic Condition Self-Management	1
SC246M1	Introduction to Microbiology and Chemistry	1	NU416M3	Factors That Influence Chronic Illness	1
SC246M2	Microbial Growth and Genetics	1	NU416M4	Holistic Health Assessment	1
SC246M3	Prokaryotic and Eukaryotic Microbes, Viruses, and Chemotherapy	1	NU416M5	Applying Evidence to Chronic Care Management	1
SC246M4	Epidemiology, Microbial Pathogenicity, and Immunology	1	NU416M6	Using Evidence to Maximize Wellness	1
SC246M5	Environmental Microbiology	1	NU420	Leadership and Management in the Changing Health Care Environment	
HU200	Arts and Humanities - Modern Creative Expressions		NU420M1	Leadership Theory and Research	1
HU200M1	The Humanities and Photography	1	NU420M2	Change Agent to Diverse Populations	1
HU200M2	Painting and Architecture	1	NU420M3	Organizational Structure	1
HU200M3	Theatre and Literature	1	NU420M4	Quality of Care	1
HU200M4	Cinema and Music	1	NU420M5	Accountability of Care and Ethics	1
HU200M5	Television and the Interrelationship of the Arts	1	NU420M6	Communication Techniques and Working Relationships	1
SS236	People, Power, and Politics - An Introduction to American Government		NU450	Public Health Nursing - Population-Centered Health Care in the Community	
SS236M1	The Constitution and Federalism	1	NU450M1	Ethics, Equity, and Public Health Practices	1
SS236M2	The Executive and Legislative Branches	1	NU450M2	Population Health Appraisal	1
SS236M3	The Judicial Branch and Civil Rights and Civil Liberties	1	NU450M3	Population Health Determinants	1
SS236M4	Politics Today - Political Parties and Outside Interests	1	NU450M4	Collaborative Community Partnerships	1
SS236M5	Politics Today - Domestic, Economic, and Foreign Policies	1	NU450M5	Public Health System Analysis	1
Total Core Requirements		23	NU450M6	Innovation and Strategic Planning	1
Major Requirements			NU499	Bachelor's Capstone in Nursing	6
NU300	Professional Leadership Transitions		Total Major Requirements		41
NU300M1	Leading in Excellence	1	Open Elective Requirements ²		
NU300M2	Leading in a Diverse World	1	300/400 Level	Nursing Electives	10
NU300M3	Leading in Evidence-Based Practice	1	Open Electives		56
NU300M4	Leading in Health Care Technology	1	Total Open Elective Requirements		66
NU300M5	Leading in Professionalism	1	TOTAL CREDITS		180
NU300M6	Leading in Health and Wellness	1			
NU310	Research Guided Evidence-Based Nursing Practice				
NU310M1	Components and Models	1			
NU310M2	Credibility of Sources	1			
NU310M3	Theory and Nursing Research Connections	1			
NU310M4	Ethical Research Principles	1			
NU310M5	Clinically Relevant Interprofessional Practice	1			
NU310M6	Best Practice to Improve Patient Outcomes	1			
NU333	Health Assessment for the Nursing Professional				

¹ Students who have not met prerequisite requirements or state-specific general education requirements may need to complete more than the required 180 quarter credit hours to fulfill degree plan requirements.

² Students who are interested in continuing on to pursue Purdue Global's Master of Science in Nursing should consider the Accelerated Master of Science in Nursing option where students can take graduate-level courses in place of open electives.

Associate of Science in Nursing (Iowa and Nebraska)

Description and Outcomes

The Associate of Science in Nursing program is a prelicensure nursing education program. The program offers a dynamic curriculum designed to organize and integrate content, skills, and procedures, increase your knowledge and competence, and provide the foundation for progressively higher levels of nursing practice.

Upon successful completion of the required plan of study and all other graduation requirements, you may be academically prepared to apply to take the licensing examination for registered nurses (NCLEX-RN[®]). Refer to the Certification, State Board, and National Board Exams (p. 137) section for important program disclosure information. If you complete the associate's degree and successfully pass the NCLEX-RN, you will be eligible to enter the Purdue Global Bachelor of Science in Nursing degree-completion program.

The Associate of Science in Nursing program admits students who have no prior health care experience as well as individuals who have completed a practical nursing program.

Effective November 8, 2017, this program is no longer accepting enrollments at the Cedar Falls, IA location.

Clinical Experiences

The program blends online coursework with on-ground, facility-based clinical experiences. Refer to the Progression Requirements (p. 136) section and the Clinical Experiences (p. 124) section for details.

Program Length

The Associate of Science in Nursing program consists of a minimum of 110 quarter credit hours. Upon successful completion of the program, you will receive an associate of science degree.

Program Availability

Enrollment in the program is limited. Contact an Admissions Advisor for details.

Program Outcomes

Discipline-Specific Outcomes

1. Foundational Nursing Skills: Integrate the nursing process into caring for clients at different levels along the health–wellness continuum.
2. Professional Roles: Integrate knowledge from nursing and other disciplines into the delivery of competent, culturally sensitive, and developmentally appropriate care.
3. Leadership: Utilize leadership and management skills within the scope of identified roles for the associate's degree graduate.
4. Problem Solving: Use evidence-based practice and the nursing process to develop solutions appropriate for delivery of care.
5. Health Care Technology: Demonstrate safe and appropriate performance of nursing skills including using various technologies within the health care delivery system.
6. Values: Integrate ethical decision making and legal considerations into professional practice.
7. Communication: Apply effective communication skills within the professional role.

8. Professional Development Plan: Analyze one's own professional growth and progress toward the achievement of self-initiated goals.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Associate of Science in Nursing program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you have held prior health care licensure or certification, it may be subject to additional review during the admissions process. Past disciplinary action may be grounds for denial of admission to the program.

If you have passed the NCLEX-PN[®] and hold an active PN license, you must possess an active, unencumbered LPN license in the states in which you hold licensure. If you are a graduate of the University's Practical Nursing Diploma program, you must be in good academic standing and have no Code of Conduct violations (p. 27).

Two weeks prior to the beginning of any course with a clinical component, you may be required to submit current American Heart Association CPR Certification (also called BLS) at the Healthcare Provider Level; online and the American Red Cross will not be accepted. Certification must be valid during your full tenure in the program.

Prior to enrollment, you must:

1. Be at least 18 years old at the program's start date.
2. Complete an informational interview with an admissions representative.
3. Achieve the minimum required scores on the entrance assessment tests, as required by the School of Nursing.
4. Complete enrollment activities including the Student Expectations Acknowledgment Form.
5. Pay all applicable application fees.
6. Submit a request for a criminal background check (p. 18) to the Purdue Global-approved vendor prior to the first day of your first term. If your criminal background check is not approved by the end of the third week of your first term, your enrollment will be cancelled.

Progression Requirements

1. You must achieve a minimum grade of "C" in each of the required courses for the program and attain a minimum cumulative GPA of 2.5.

2. Prior to beginning any nursing major course, you must successfully complete the following courses with a minimum grade of "B-":

Code	Title	Credits
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
SC246	Fundamentals of Microbiology	5
MM212	College Algebra	5

If you are applying for transfer credit for any of the courses listed above, the prior course must have a grade of "B-" or better to transfer. You will have one opportunity to repeat a course. If you fail to achieve a "B-" on the second attempt, you will be dismissed from the program.

3. You will be withdrawn from the program if unable to successfully complete a course on the second attempt.
4. You must complete your clinical experiences in Polk or the surrounding counties for the Des Moines, Iowa, location and Linn or the surrounding counties for the Cedar Rapids, Iowa, location. If you are enrolled in the program at the Cedar Falls, Iowa, location, you must complete your clinical experiences in Black Hawk or the surrounding counties. If you remain enrolled in the program at the Cedar Falls, Iowa, location after November 8, 2017, you may be required to complete clinical experiences in Linn or the surrounding counties. If you are enrolled in the program at the Lincoln, Nebraska location, you must complete your clinical experiences in Lancaster or the surrounding counties. During clinical experiences, you will be supervised by a faculty clinical instructor.
5. After enrollment, you must complete and/or submit the following prior to starting coursework:
- Evidence of high school graduation or a GED certificate
 - Official transcripts from all other colleges, universities, and/or vocational schools attended, if applicable
 - Admissions interview conducted by the Director of Nursing (DON) or a designee
6. In order to remain enrolled in the program, proof of the following is required:
- Negative result on drug/chemical substance testing. You must provide a valid, verifiable, current prescription for medications you are presently taking. If you test positive and do not have a prescription as described above, you will not be permitted to start the program or re-enroll at a later date.

Graduation Requirements

You must meet the following graduation requirements in addition to Purdue Global's general requirements (p. 50):

- Achieve a minimum grade of "C" in each of the major and core requirements for the program.
- Successfully complete all clinical nursing courses with a minimum grade of "C" for the didactic portion of the courses and a grade of "S" (satisfactory) for the clinical portion of the courses. Failure to complete the clinical portion of a course will result in failure of the entire course.
- Comply with all applicable policies and requirements related to the clinical educational experiences

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Associate of Science in Nursing program is designed to help you become academically and clinically qualified to provide outstanding patient care. Upon successful completion of the program of study, you may be academically prepared to apply to take the national licensure examination for registered nurses (NCLEX-RN[®]). This program meets the educational requirements to obtain licensure in the states of Iowa and Nebraska. For more information on additional eligibility requirements, please visit:

- Iowa Board of Nursing: <https://nursing.iowa.gov/ibon-online-services>
- Nebraska Board of Nursing: <http://dhhs.ne.gov/publichealth/pages/crlnursingappsreqsfeeslpnrn.aspx>

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
HS111	Medical Terminology	5
MM212	College Algebra	5
PS124	Introduction to Psychology	5
SC246	Fundamentals of Microbiology	5
SS144	Sociology	5
Total Core Requirements		35
Major Requirements		
NU102	Nursing Fundamentals	7
NU104	Pathophysiology for Nursing	5
NU107	Pharmacology for Nursing	6
NU114	Medical-Surgical Nursing I	8
NU123	Maternal Infant Nursing	5
NU133	Medical-Surgical Nursing II	7
NU223	Pediatric Nursing	5

NU242	Mental Health Nursing	5
NU262	Medical-Surgical Nursing III	5
NU280	Leadership and Trends in Nursing	5
SC121	Human Anatomy and Physiology I	5
SC131	Human Anatomy and Physiology II	5
NU297	Capstone	7
Total Major Requirements		75
TOTAL CREDITS		110

The number of additional electives required will be based on the number of credits needed to meet individual state education requirements for nursing students

College of Social and Behavioral Sciences

Mission Statement

The College of Social and Behavioral Sciences prepares undergraduate and graduate students to become professionals, leaders, and change agents in their chosen fields and communities. We offer a variety of academic programs that support career paths that make a difference in response to human societal causes, issues, and needs. Program offerings focus on the knowledge required within these fields as well as ethics, decision making, communication, and critical thinking skills.

General Policies

Please refer to the individual program pages for program-specific policies and the Policy Information (p. 50) section for general Purdue Global policies.

Notice to Students

If you cannot pass a background check, you will likely experience limitations and/or restrictions on employment opportunities.

Before you are fully admitted into one of the following programs, you must submit a request for a criminal background check (p. 18) to the Purdue Global-approved vendor prior to the first day of your first term. If your criminal background check is not approved by the end of the third week of your first term, your enrollment will be cancelled.

- Bachelor of Science in Corrections
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Fire and Emergency Management
- Bachelor of Science in Fire Science
- Associate of Applied Science in Criminal Justice
- Associate of Applied Science in Criminal Justice and Criminology
- Associate of Applied Science in Fire Science
- Associate of Applied Science in Public Safety and Security
- Corrections Certificate
- Crime Scene Technician Certificate
- Management and Supervision Certificate in Criminal Justice
- Private Security Certificate

Onsite Students

If you are a continuing onsite student admitted prior to April 15, 2009, and enrolled in one of the programs noted above, you will be required to complete a national criminal background check prior to participating in firearms training activities. You will not be permitted to participate in any firearms training or simulation activities if information reveals a felony conviction or other issue that the College of Social and Behavioral Sciences deems unacceptable.

Progression Requirements

Accelerated Master's Degree Options

If you are enrolled in an eligible bachelor's degree program and wish to continue on to pursue a Purdue Global Master of Public Administration, Master of Science in Psychology, Master of Science in Human Services, or Master of Science in Legal Studies, you may be eligible to complete one of the below accelerated master's degree options.

Eligible Degree Programs

Eligible degree programs include:

- Bachelor of Science in Communication
- Bachelor of Science in Corrections
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Early Childhood Administration
- Bachelor of Science in Early Childhood Development
- Bachelor of Science in Environmental Policy and Management
- Bachelor of Science in Fire and Emergency Management
- Bachelor of Science in Fire Science
- Bachelor of Science in Human Services
- Bachelor of Science in Human Services in Youth/Family Services and Administration
- Bachelor of Science in Legal Studies
- Bachelor of Science in Legal Support and Services
- Bachelor of Science in Liberal Studies
- Bachelor of Science in Paralegal Studies
- Bachelor of Science in Psychology
- Bachelor of Science in Psychology in Addictions
- Bachelor of Science in Psychology in Applied Behavior Analysis
- Bachelor of Science in Psychology in Industrial/Organizational Psychology

Accelerated Master's Degree Qualifications

In order to qualify for an accelerated master's degree option, you must meet the following criteria:

- Possess and maintain a minimum cumulative GPA of 3.0
- Obtain a grade of "B" or above in each of the master's-level courses
- Have at least 15 or 20 credits of open electives available in your degree plan, depending on master's degree selected
- Have completed between 30 and 100 quarter credit hours in your bachelor's degree program including any credits received for prior learning
- Submit an essay providing detailed career goals and associated reasons for enrolling in the appropriate master's degree program

Please refer to the individual sections below for additional requirements.

Upon successful completion of the bachelor's degree program, you may apply for entry to the relevant Purdue Global master's degree program. If accepted, you will transfer in the graduate courses completed as part of your undergraduate program and matriculate into a shortened version of the master's degree program.

You should consult with your Student Advisor to ensure that you are eligible for an accelerated master's degree option and discuss any financial aid implications with the Financial Aid Office.

You may be required to take additional courses to fulfill the requisite 180 credits necessary to complete a Purdue Global bachelor's degree.

Accelerated Master of Public Administration Option

If you are interested in continuing on to pursue a Purdue Global Master of Public Administration, you may take the following graduate-level courses in place of open electives:

Code	Title	Credits
PP500	Public Administration and Management	5
PP510	Leadership in the Public Sector	5
PP520	Finance and the Administration of Public Funds	5
PP530	Human Resource Management in the Public Sector	5

Accelerated Master of Science in Human Services Option

If you are interested in continuing on to pursue a Purdue Global Master of Science in Human Services, you may be eligible to take the following graduate-level human services courses in place of open electives:

Code	Title	Credits
HN501	Human Development and Human Behavior in Context	5
HN502	History, Multiculturalism, and Diversity in Human Services	5
HN510	Professional Ethics and Personal Values	5

Accelerated Master of Science in Legal Studies Option

If you are interested in continuing on to pursue a Purdue Global Master of Science in Legal Studies, you may take the following graduate-level courses in place of open electives:

Code	Title	Credits
LS500	Legal Methods and Process	5
LS501	Ethics and the Professional	5
LS502	Legal Research, Analysis, and Writing	5
LS503	Jurisprudence and Legal History	5

Accelerated Master of Science in Psychology Option

If you are interested in continuing on to pursue a Purdue Global Master of Science in Psychology, you may be eligible to take the following graduate-level psychology courses in place of open electives:

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS502	Ethics and Standards of Professional Psychology	5
PS504	Advanced Research Methods	5
PS506	Life Span Development	5

If you are interested in continuing on to pursue a Purdue Global Master of Science in Psychology with a concentration in addictions, you may be eligible to take the following graduate-level psychology courses in place of open electives:

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS504	Advanced Research Methods	5
PS506	Life Span Development	5
PS508	Ethics for Addictions Professionals	5

If you are enrolled in the Bachelor of Science in Psychology in Applied Behavior Analysis program and wish to continue on to pursue a Purdue Global Master of Science in Psychology with a concentration in applied behavior analysis, you may be eligible to take the following graduate-level psychology courses in place of open electives:

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Programs

Bachelor of Science in Communication

The Bachelor of Science in Communication program is designed to provide you with the skills to become an effective communicator in today's competitive, global workplace. The interdisciplinary approach combines both theory and application, enabling you to gain a critical understanding of social issues, new media, and effective writing and speaking skills.

View Program Details (p. 145)

Bachelor of Science in Corrections

The Bachelor of Science in Corrections program is designed to offer a level of academic study that provides you with a solid foundation in criminal justice and specialized knowledge in the field of corrections. The baccalaureate program focuses on the correctional professional, performing research, and utilizing analytical skills; characteristics that are much sought after by today's correctional staff and administrators.

View Program Details (p. 147)

Bachelor of Science in Criminal Justice

The Bachelor of Science in Criminal Justice program is designed to offer a level of academic study that provides you with a solid foundation in criminal justice and a broad liberal arts knowledge base. The

baccalaureate program combines the professional skills of various specialized areas of criminal justice with research and analytical skills.

[View Program Details \(p. 149\)](#)

Bachelor of Science in Early Childhood Administration

The Bachelor of Science in Early Childhood Administration builds on the foundations of early childhood development best practices while preparing you to administer early childhood programs focusing on children from birth through age 8. Foundation coursework concentrates on growth and development, applied theory, health and nutrition, lesson planning, business administration, program leadership and advocacy, current issues and trends, ethics and professionalism, and strategies for building family and community relationships in a diverse society in the early childhood field.

[View Program Details \(p. 151\)](#)

Bachelor of Science in Early Childhood Development

(Not Accepting Enrollments, Effective November 11, 2015)

The Bachelor of Science in Early Childhood Development program is a nonlicensure program designed to prepare you to work in early childhood settings with children from birth through age 8. Foundation coursework concentrates on growth and development, applied theory, ethics and professionalism, children in the inclusive classroom, health and nutrition, and lesson planning and implementation.

[View Program Details \(p. 153\)](#)

Bachelor of Science in Environmental Policy and Management

The Bachelor of Science in Environmental Policy and Management program offers an interdisciplinary opportunity to study environmental issues and policy from a perspective that explores the interrelationship between public and private sectors and society, economics, and the environment. The program focuses on the environment in conjunction with a set of core courses in science, economics, and policy.

[View Program Details \(p. 156\)](#)

Bachelor of Science in Fire and Emergency Management

The Bachelor of Science in Fire and Emergency Management program is designed for emergency services personnel and addresses the new challenges in technology, human resource management, and fiscal responsibility. This bachelor's degree is designed to empower you to pursue leadership roles that include managing all aspects of modern fire, EMS, and emergency preparedness agencies.

[View Program Details \(p. 158\)](#)

Bachelor of Science in Fire Science

The Bachelor of Science in Fire Science is designed to provide you with foundational skills in firefighter safety, building codes, fire prevention, code inspection, and firefighting strategy and tactics. In addition, the

program explores technical, legal, and social aspects of arson, the application of technology to firefighting, and the psychological effects of fire dynamics.

[View Program Details \(p. 160\)](#)

Bachelor of Science in Human Services

(Not Accepting Enrollments, Effective October 19, 2016)

The Bachelor of Science in Human Services program draws from multiple disciplines, such as health services, psychology, sociology, law, and criminal justice, to help prepare you to meet the complex challenges of the twenty-first century in the growing field of human services. The program is designed to help you gain the skills, knowledge, attitudes, and experience to assess, intervene, and evaluate the situations of the most vulnerable in our society in order to provide services that respond to the needs of clients.

[View Program Details \(p. 162\)](#)

Bachelor of Science in Human Services in Youth/Family Services and Administration

The Bachelor of Science in Human Services in Youth/Family Services and Administration program draws from multiple disciplines, such as developmental psychology, sociology, law, and criminal justice, to help prepare you to meet the complex challenges in the growing field of human services. You will be prepared to enter careers in family and youth services, social services and administration, juvenile and family law, program planning, case management, and community advocacy.

[View Program Details \(p. 165\)](#)

Bachelor of Science in Legal Studies

(Not Accepting Enrollments, Effective October 19, 2016)

The Bachelor of Science in Legal Studies program is designed to provide you with an education that incorporates the study of law (and related disciplines) with the development of both practical and analytical skills.

[View Program Details \(p. 167\)](#)

Bachelor of Science in Legal Support and Services

The Bachelor of Science in Legal Support and Services program is designed to offer a broad-based foundation in the knowledge of the law and other related practical study areas, in conjunction with the practical and technical skills and competencies required of various professions in the legal field. Comprehensive study in areas such as legal research and writing, American justice system, legal ethics, legal philosophy, and various legal disciplines help prepare you for diverse career opportunities.

[View Program Details \(p. 169\)](#)

Bachelor of Science in Liberal Studies

If you have prior learning credit and are interested in creating a program to meet personal and professional interests, consider the Bachelor of Science in Liberal Studies program. The degree-completion program allows you to receive credit for eligible prior learning, which may include

transfer credit from a regionally or nationally accredited institution, military training, or other experiential learning.

[View Program Details \(p. 171\)](#)

Bachelor of Science in Paralegal Studies

(Not Accepting Enrollments, Effective November 11, 2015)

The Bachelor of Science in Paralegal Studies program is designed to prepare you to pursue a career as a paralegal as well as for advancement if you are already working in the field. The baccalaureate program is designed to combine the technical skills of various specialized areas of law with research, practical, technological, and analytical skills.

[View Program Details \(p. 173\)](#)

Bachelor of Science in Political Science

(Currently Not Accepting Enrollments)

The Bachelor of Science in Political Science program is designed to help you develop an understanding of the interconnected issues and challenges that confront governing bodies and society locally, regionally, nationally, and globally. The study of politics and political science is broad and interdisciplinary; therefore, the program focuses on the historical, global, current, and future approaches to political theories and the application of those theories to the creation of political institutions and policy.

[View Program Details \(p. 175\)](#)

Bachelor of Science in Psychology

(Not Accepting Enrollments, Effective November 11, 2015)

The program's curriculum is designed to provide you with content knowledge of the major concepts, values, theories, psychological studies, research methods, and historical trends in psychology as they apply to human behavior, learning, and development. Courses are designed to help you develop and use psychological skills, critical thinking, and the scientific approach to problem solving to evaluate behavior and mental processes while applying psychological principles to personal, social, and organizational issues.

[View Program Details \(p. 177\)](#)

Bachelor of Science in Psychology in Addictions

The Bachelor of Science in Psychology in Addictions provides you with content knowledge of the major concepts, values, theories, psychological studies, research methods, and historical trends in psychology as they apply to the many aspects of addiction science, assessment, prevention, intervention, treatment, and case management.

[View Program Details \(p. 180\)](#)

Bachelor of Science in Psychology in Applied Behavior Analysis

The Bachelor of Science in Psychology in Applied Behavior Analysis (ABA) degree provides you with the knowledge, skills, and abilities necessary to prepare for graduate study or to work effectively with individuals in a variety of settings. This program provides an examination

of the design, analysis, and application of learning theories and behavioral principles.

[View Program Details \(p. 182\)](#)

Bachelor of Science in Psychology in Industrial/Organizational Psychology

The Bachelor of Science in Psychology in Industrial/Organizational Psychology program provides foundational preparation for a variety of roles in business, government, and nonprofit organizations utilizing rigor and methods of psychology as applied to issues of critical relevance and to organizational effectiveness: talent management, coaching, assessment, selection, training, organizational development, performance (i.e., improvement, management), and work-life balance.

[View Program Details \(p. 184\)](#)

Associate of Applied Science in Criminal Justice

(Not Accepting Enrollments, With the Exception of Military Servicemembers and Veterans, Effective November 11, 2015)

The Associate of Applied Science in Criminal Justice program is designed to prepare you with applied knowledge, technical skills, communication abilities, and general knowledge to pursue a wide range of entry-level positions in the field of criminal justice. Upon graduation, you may pursue employment opportunities in various criminal justice environments such as law enforcement, courts, adult and juvenile corrections, corporate security, public safety, loss prevention, private protective services or investigations, or community-based programs and services.

[View Program Details \(p. 186\)](#)

Associate of Applied Science in Criminal Justice and Criminology

The Associate of Applied Science in Criminal Justice and Criminology program provides a foundation in criminological, sociological, and psychological theories. Applied knowledge, technical skills, and communication abilities gained within this program offers you the ability to pursue or advance your career in a wide range of positions in the field of criminal justice, including law enforcement, criminological research, crime analysis, the courts, adult and juvenile justice, and public safety.

[View Program Details \(p. 187\)](#)

Associate of Applied Science in Early Childhood Development

(Currently Not Accepting Enrollments)

The Associate of Applied Science in Early Childhood Development program is designed to provide you with the introductory knowledge and skills to work with young children (birth through age 8) and families in early childhood settings. Specific emphasis is placed on the young child's growth and development, working with children in the inclusive classroom, health and nutrition needs, and lesson planning and implementation.

[View Program Details \(p. 189\)](#)

Associate of Applied Science in Fire Science

The Associate of Applied Science in Fire Science is designed to provide you with foundational skills in firefighter safety, building codes, fire prevention, code inspection, and firefighting strategy and tactics. In addition, the program explores technical, legal, and social aspects of arson, the application of technology to firefighting, and the psychological effects of fire dynamics.

[View Program Details \(p. 191\)](#)

Associate of Applied Science in Human Services

(Not Accepting Enrollments, Effective November 11, 2015)

The Associate of Applied Science in Human Services program draws from multiple disciplines, such as health services, psychology, sociology, law, and criminal justice, to help prepare you to meet the complex challenges of the twenty-first century in the growing field of human services. The program is designed to help you gain the introductory skills, knowledge, and attitudes to assess the situations of the most vulnerable in our society in order to provide services that respond to the needs of clients.

[View Program Details \(p. 192\)](#)

Associate of Applied Science in Legal Support and Services

The Associate of Applied Science in Legal Support and Services program is designed to offer a broad-based foundation in the knowledge of the law and other related practical study areas, in conjunction with the practical and technical skills and competencies required of various professions in the legal field. Comprehensive study in areas such as legal research and writing, civil litigation, legal ethics, torts, and various legal disciplines help prepare you for diverse career opportunities.

[View Program Details \(p. 194\)](#)

Associate of Applied Science in Paralegal Studies

(Not Accepting Enrollments, Effective November 11, 2015)

The Associate of Applied Science in Paralegal Studies program is designed to offer a level of training that provides you with knowledge of the law and paralegal studies, in conjunction with the practical and technical skills and competencies required of the profession. Comprehensive study in areas such as legal research and writing, litigation, contracts, legal ethics, torts, and various legal disciplines help prepare you for diverse career opportunities.

[View Program Details \(p. 196\)](#)

Associate of Applied Science in Public Safety and Security

The Associate of Applied Science in Public Safety and Security is created around a variety of public service disciplines including emergency management, law enforcement, corporate security, loss prevention, private investigations, and security. This program is designed to provide

you with the foundational skills, knowledge, and communication abilities needed in today's fast-paced world of public safety at the private and governmental levels.

[View Program Details \(p. 198\)](#)

Applied Behavior Analysis Postbaccalaureate Certificate

If you are interested in expanding your knowledge of applied behavior analysis in order to meet the coursework requirements for eligibility to take the Board Certified Assistant Behavior Analyst® Examination, consider the Applied Behavior Analysis Postbaccalaureate Certificate program.

[View Program Details \(p. 200\)](#)

Autism Spectrum Disorders (ASDs) Postbaccalaureate Certificate

The Autism Spectrum Disorders (ASDs) Postbaccalaureate Certificate program is designed for practicing educators who work with children from birth to age 8 and are interested in developing additional competencies for working with young children with ASDs.

[View Program Details \(p. 202\)](#)

Corrections Certificate

The Corrections Certificate program is designed to prepare you to pursue entry-level and supervisory positions in today's complex corrections environment. The field of corrections provides a variety of job opportunities, and correctional officers perform a variety of law enforcement roles in supervising and maintaining security in correctional facilities.

[View Program Details \(p. 203\)](#)

Crime Scene Technician Certificate

The Crime Scene Technician Certificate program is designed to provide you with a foundational understanding of the analytical procedures used by crime scene technicians, as well as the documentation, collection, and preservation processes employed to handle evidence. Program coursework will cover evidentiary procedures in a criminal investigation, such as locating, collecting, and analyzing crime scene evidence, handling and processing physical evidence, identifying the boundaries of a crime scene, managing a crime scene, and searching the crime scene for specific types of evidence that can be used in a criminal prosecution.

[View Program Details \(p. 204\)](#)

Human Services Certificate in Child and Family Services

The Human Services Certificate in Child and Family Services is designed for individuals who want to secure a position or potential promotion in the field of human services. The curriculum will introduce you to child and family services and provide basic skills and general knowledge.

[View Program Details \(p. 205\)](#)

Human Services Certificate in Elder Care Services

The Human Services Certificate in Elder Care Services is designed for individuals who wish to enter the field of gerontology with a basic foundation centered on working with the older adult population. The curriculum will introduce and enhance basic skills as well as focus on some of the specific knowledge required of a human services professional who has a goal of working in elder care services.

[View Program Details \(p. 206\)](#)

Legal Secretary Certificate

The Legal Secretary Certificate program is designed to provide you with an introduction to legal secretarial skills and enhance your abilities on the job. Coursework focuses on the role of the paralegal in the civil litigation process and helps you develop the skills necessary for effective legal writing, document processing, and use of software applications.

[View Program Details \(p. 207\)](#)

Management and Supervision Certificate in Criminal Justice

If you are currently a professional in the criminal justice field, the Management and Supervision Certificate in Criminal Justice could help increase your knowledge of supervision and management. You will study supervisory practices in criminal justice organizations, management theory and how to manage in a criminal justice organization, organizational behavior, employment law, and human resource development.

[View Program Details \(p. 208\)](#)

Pathway to Paralegal Postbaccalaureate Certificate

If you already possess a bachelor's degree from an accredited institution and want to enter the paralegal profession, consider the Pathway to Paralegal Postbaccalaureate Certificate program. Courses teach you how to communicate effectively in a legal environment, conduct legal research, and evaluate legal sources.

[View Program Details \(p. 209\)](#)

Private Security Certificate

If you are currently a professional in the criminal justice field, the Private Security Certificate program could help increase your knowledge of private security. The program offers 10 courses designed to introduce you to the field of private and corporate security, examine the range of security responsibilities, and teach you how to provide asset protection to a myriad of clients.

[View Program Details \(p. 210\)](#)

Bachelor of Science in Communication

Description and Outcomes

The Bachelor of Science in Communication program is designed to provide you with the skills to become an effective communicator in today's competitive, global workplace. The interdisciplinary approach combines both theory and application, enabling you to gain a critical understanding of social issues, new media, and effective writing and speaking skills. These critical skills, research abilities, and knowledge of social change are intended to prepare you to pursue positions in a broad range of fields including public administration, advertising, public relations, human resources, law, criminal justice, politics, ministry, social services, technical communication, opinion and market research, fundraising, civil service, international business, management, marketing, and publishing.

Program Length

The Bachelor of Science in Communication program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. Theory: Understand communication theory and how its basic elements and principles apply to various types of communication environments.
2. Essential Communication Skills: Use contemporary tools, transmissions, and processes to communicate effectively in both oral and written contexts in diverse social interactions and professional settings.
3. Technologies: Understand and use appropriately emerging communication technologies.
4. Research Methods: Acquire, interpret, and present knowledge gained through diverse and appropriate methods of inquiry to arrive at reasoned decisions.
5. Relational: Interact ethically in interpersonal and group communication.
6. Global Awareness: Demonstrate multicultural literacy in the global workplace.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

You must achieve a minimum grade of "C" or better in both CM107 College Composition I and CM220 College Composition II.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	

SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM111	Communication Program and Profession ¹	5
CM115	Communication - Concepts and Skills	5
CM202	Mass Media and Broadcasting ¹	5
CM206	Interpersonal Communications	5
CM208	Communication Research Skills ¹	5
CM214	Public Speaking for the Professional	5
CM240	Technical Communication ¹	5
PS124	Introduction to Psychology ¹	5
CM305	Communicating in a Diverse Society	6
CM310	Communication and Conflict	6
CM313	Tools for the Digital Age	6
CM315	Group Dynamics and Team Building	6
CM405	Communicating Persuasively	6
CM410	Organizational Communication	6
CM460	Strategic Communication	6
CM499	Bachelor's Capstone in Communication	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ²		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Corrections

Description and Outcomes

The Bachelor of Science in Corrections program is designed to offer a level of academic study that provides you with a solid foundation in criminal justice and specialized knowledge in the field of corrections. The baccalaureate program focuses on the correctional professional, performing research, and utilizing analytical skills; characteristics that are much sought after by today's correctional staff and administrators.

The Bachelor of Science in Corrections is a practice-based program designed to enhance your current qualifications and aid you in pursuing an entry-level or supervisory position upon graduation.

If you seek a practice-based program, the Bachelor of Science in Corrections is designed to enhance your qualifications to help you pursue more challenging responsibilities in criminal justice agencies and corporations. Upon graduation, you may seek employment opportunities in various correctional and criminal justice environments such as courts, adult or juvenile corrections facilities, or community-based organizations. It should be noted that some positions may require additional academy training and experience.

Program Length

The Bachelor of Science in Corrections program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. **Criminological Theory:** Demonstrate an understanding of biological, sociological, and psychological theories of crime causation and discipline-specific evaluation of human behavior.
2. **Law:** Apply principles of law to correctional practice and the civil liabilities of correctional agencies and practitioners.
3. **Research Methods:** Demonstrate the ability to apply scientific methods of inquiry to arrive at reasoned decisions regarding professional practice within correctional settings.
4. **Leadership:** Analyze the roles of organizational culture, behavioral theory, planning, ethics, and front line or supervisory roles in correctional leadership strategies and practice.
5. **Operations:** Examine how correctional staff utilizes information and resources to make effective and ethical operational decisions in correctional settings.
6. **Technology:** Evaluate the impact of emerging technologies on the punishment of crime, as a tool for criminal enterprise, and on the operations of correctional agencies.
7. **Treatment:** Evaluate community-based correctional alternatives, including treatment programs and standards of care.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your

academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5

SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CJ100	Preparing for a Career in Public Safety ¹	5
CJ101	Introduction to the Criminal Justice System	5
CJ102	Criminology I ¹	5
CJ126	American Prison System ¹	5
CJ130	Introduction to Corrections	5
CJ156	Correctional Law for the Correctional Officer ¹	5
CJ227	Criminal Procedure ¹	5
CJ255	History of Corrections ¹	5
CJ340	Applied Criminal Justice Ethics	6
CJ352	Corrections in the Twenty-First Century	6
CJ420	Juvenile Justice	6
CJ433	Probation and Parole	6
CJ435	Correctional Alternatives	6
CJ455	Correctional Administration	6
CJ490	Research Methods in Criminal Justice	6
CJ492	Bachelor's Capstone in Corrections	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ²		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Criminal Justice

Description and Outcomes

The Bachelor of Science in Criminal Justice program is designed to offer a level of academic study that provides you with a solid foundation in criminal justice and a broad liberal arts knowledge base. The baccalaureate program combines the professional skills of various specialized areas of criminal justice with research and analytical skills.

If you seek a practice-based program, the Bachelor of Science in Criminal Justice is designed to enhance your qualifications to help you pursue more challenging responsibilities in criminal justice agencies and corporations. Upon graduation, you may seek employment opportunities in various criminal justice environments such as law enforcement, courts, adult and juvenile corrections, corporate security, public safety, loss prevention, private protective services or investigations, or community-based programs and services. It should be noted that some positions may require additional academy training and experience.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Concentrations

The bachelor's degree program offers you the opportunity to personalize a degree with a concentration in law enforcement, forensic psychology, crime scene investigation, homeland security, or juvenile justice.

Program Length

The Bachelor of Science in Criminal Justice program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. **Criminological Theory:** Use biological, sociological, and psychological criminological theories to understand the reasons individuals commit criminal acts.
2. **Law:** Apply the principles of criminal law and civil liabilities to keep officers and agencies from committing criminal acts and violating civil liabilities.
3. **Research Methods:** Use scientific methods to make professional and logical decisions.
4. **Leadership:** Build relationships within the community by understanding organizational culture, community relations, and theories of behavior.
5. **Operations:** Use available resources to make sound operational decisions for the criminal justice agency.

6. **Technology:** Apply new technology to improve the operations within a criminal justice agency.
7. **Internationalism:** Understand and evaluate worldwide criminal justice systems and enterprises.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	

MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CJ100	Preparing for a Career in Public Safety ¹	5
or CS121	Pathways to Academic Success	
CJ101	Introduction to the Criminal Justice System	5
CJ102	Criminology I ²	5
CJ210	Criminal Investigation	5
CJ212	Crime Prevention ²	5
or CJ233	Introduction to Forensic Psychology	
CJ216	Computers, Technology, and Criminal Justice Information Systems ²	5
CJ227	Criminal Procedure	5
CJ230	Criminal Law for Criminal Justice ²	5
CJ340	Applied Criminal Justice Ethics	6
CJ345	Supervisory Practices in Criminal Justice	6
or CJ444	Managing Criminal Justice Organizations	
CJ490	Research Methods in Criminal Justice	6
300/400 Level	Major Electives (see below)	24
CJ499	Bachelor's Capstone in Criminal Justice	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ³		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ Online students will take CJ100 Preparing for a Career in Public Safety.

² These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

³ Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Law Enforcement

Code	Title	Credits
CJ333	Family and Domestic Violence	6
CJ355	Homeland Security	6
CJ370	Crime Scene Investigation II	6
CJ411	Drugs and Alcohol in the Criminal Justice System	6
TOTAL CREDITS		24

Forensic Psychology

Code	Title	Credits
CJ325	Psychology for Law Enforcement	6
CJ440	Crisis Intervention	6
PS440	Abnormal Psychology	6
300/400 Level	Criminal Justice Elective	6
TOTAL CREDITS		24

Crime Scene Investigation

Code	Title	Credits
CJ328	Forensic Fingerprint Analysis	6
CJ345	Supervisory Practices in Criminal Justice	6
CJ370	Crime Scene Investigation II	6
CJ385	Forensic Chemistry and Trace Evidence Analysis	6
TOTAL CREDITS		24

Juvenile Justice

Code	Title	Credits
CJ150	Juvenile Delinquency	5
CJ333	Family and Domestic Violence	6
CJ420	Juvenile Justice	6
CJ445	Case Management	6
PS440	Abnormal Psychology	6
TOTAL CREDITS		29

Students will take CJ150 Juvenile Delinquency in place of an open elective. CJ150 Juvenile Delinquency is eligible for waiver for students with advanced start credit.

Homeland Security

Code	Title	Credits
CJ307	Crisis Management in Terrorist Attacks and Disasters	6
CJ355	Homeland Security	6
CJ407	Crisis Negotiation	6
FS320	Recovery Practices in Emergency Management	6
TOTAL CREDITS		24

Students who select the homeland security concentration will have the prerequisite of FS120 Introduction to Emergency Management waived.

Bachelor of Science in Early Childhood Administration

Description and Outcomes

The Bachelor of Science in Early Childhood Administration builds on the foundations of early childhood development best practices while preparing you to administer early childhood programs focusing on children from birth through age 8. Foundation coursework concentrates on growth and development, applied theory, health and nutrition, lesson planning, business administration, program leadership and advocacy, current issues and trends, ethics and professionalism, and strategies for building family and community relationships in a diverse society in the early childhood field.

The course curriculum blends theory and practice, and provides a general education foundation in ethics, critical thinking, and communication skills to support leadership roles and responsibilities in diverse environments.

A field experience component will require students to spend time working on project-based learning assignments in an early childhood setting (preschool, home childcare setting, or childcare center). Students may be required to show proof of a background check, immunizations, and additional site-specific requirements as part of securing the site for the field experience component.

This program is intended for students who wish to advance their career by assuming a leadership or administrative role in an early childhood development setting. This program is not intended for individuals who are pursuing a license to teach early childhood education in a public or accredited private elementary school.

Program Length

The Bachelor of Science in Early Childhood Administration program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Apply knowledge through active participation in coursework and review of current practices in child development, learning theory, program administration, leadership competencies, and financial management in early childhood programs.
2. Child, Family, and Community Relationships: Formulate strategies for building family and community relationships in a diverse society.
3. Observation and Assessment: Evaluate developmentally appropriate observation and assessment techniques to administer and inform instructional planning for children and their families.
4. Learning Environments: Evaluate developmentally appropriate principles, tools, and practices to create effective learning environments for young children.

5. Ethics and Professionalism: Demonstrate use of professional standards, ethical values, critical inquiry, and advocacy practices of the early childhood field through the review of case study scenarios.
6. Individuality and Cultural Diversity: Illustrate the importance of individuality and cultural diversity of children and their families to learning and development.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3

Mathematics (select one of the following):	5
MM150 Survey of Mathematics	
MM212 College Algebra	
Arts and Humanities (select one of the following):	5
HU200 Arts and Humanities - Modern Creative Expressions	
HU245 Ethics	
HU250 Humanities and Culture	
Science (select one of the following):	5
SC200 Discovering Science - Current Issues in a Changing World	
SC235 General Biology I - Human Perspectives	
SC246 Fundamentals of Microbiology	
SC250 Fundamentals of Science	
Social Science (select one of the following):	5
SS211 The 1960s - Reshaping the American Dream	
SS236 People, Power, and Politics - An Introduction to American Government	
SS250 The Technological Revolution - A Social Scientific Approach	
Total Core Requirements	33
Major Requirements	
AC113 Accounting for Nonaccounting Majors ¹	5
CE100 Preparing for a Career in Early Childhood Development ^{1, 2}	5
or CS121 Pathways to Academic Success	
CE101 Introduction to Early Childhood Education	5
CE114 Early Childhood Development ¹	5
CE215 Early Childhood Curriculum Planning	5
CE220 Child Safety, Nutrition, and Health ¹	5
CE240 Young Children With Special Needs	5
CM206 Interpersonal Communications ¹	5
MT203 Human Resource Management ¹	5
PS124 Introduction to Psychology ¹	5
PS220 Child and Adolescent Psychology ¹	5
CE300 Observation and Assessment in Early Childhood	6
CE370 Funding Development and Financial Planning in Early Childhood Programs	6
CE371 Early Childhood Administration	6
CE401 Current Issues and Trends in Early Childhood	6
CE402 Early Childhood Family, Community, and Advocacy	6
CM410 Organizational Communication	6
LI410 Leadership in Practice	6
CE490 Bachelor's Capstone in Early Childhood Administration	6
Total Major Requirements	103
Open Elective Requirements	
Open Electives ³	44

Total Open Elective Requirements	44
TOTAL CREDITS	180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Online students will take CE100 Preparing for a Career in Early Childhood Development.

³ Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Early Childhood Development

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective November 11, 2015, this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Bachelor of Science in Early Childhood Development program is a nonlicensure program designed to prepare you to work in early childhood settings with children from birth through age 8. Foundation coursework concentrates on growth and development, applied theory, ethics and professionalism, children in the inclusive classroom, health and nutrition, and lesson planning and implementation.

The course curriculum blends theory and practice, and provides a general education foundation in ethics, critical thinking, and communication skills to support roles and responsibilities in diverse learning environments.

Program Length

The Bachelor of Science in Early Childhood Development program consists of a minimum of 180 quarter credit hours. If you are enrolled at a Maine location and choose the student teaching option, you may be required to complete up to 192 quarter credit hours, which includes 18 quarter credit hours of student teaching. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in environmental policy, human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate the ability to apply knowledge of child development and learning theory in early childhood settings.
2. Child, Family, and Community Relationships: Develop, plan, and implement strategies for building family and community relationships.
3. Observation and Assessment: Evaluate developmentally appropriate observation and assessment to inform instructional planning for children and their families.
4. Learning Environments: Evaluate developmentally appropriate principles, tools, and practices to create effective learning environments for young children.
5. Ethics and Professionalism: Demonstrate use of professional standards, ethical values, critical inquiry, and advocacy practices of the early childhood field.
6. Individuality and Cultural Diversity: Demonstrate an understanding of the importance of individuality and cultural diversity of children and their families to learning and development.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and

professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you enroll in the Bachelor of Science in Early Childhood Development program at a location in the state of Maine, you must pass a background check by the end of the first term. If you do not pass a background check or fail to complete a background check by the end of the first term of enrollment, you will be withdrawn from the program and will not owe any financial obligation to the University except for the application fee, which is nonrefundable. In addition to the background check conducted during the first term, if you choose to be placed at a student teaching site, you will be subject to a second background check prior to that placement.

Progression Requirements

In addition to the background check identified in the admissions requirements for the Bachelor of Science in Early Childhood Development, if you are enrolled in the program at a location in the state of Maine and wish to complete the student teaching option, you must complete an additional criminal background check prior to placement at a student teaching site. If you are unable to pass a criminal background check prior to placement at a student teaching site, you will be dismissed from the program.

In addition, if you choose to complete the student teaching option, you must successfully pass specified professional competency exams prior to being eligible for placement at a student teaching site.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of

education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

If you are enrolled in the Bachelor of Science in Early Childhood Development program at a Maine location and are interested in seeking state of Maine early childhood and/or special education teacher certifications, you must successfully complete any required student teaching hours and additional specified electives to meet state certification eligibility requirements. Some certification options require an additional term of full-time student teaching for eligibility.

Contact the Purdue Global, Maine Department Chair if you are interested in pursuing certifications in the state of Maine. For additional information on certification options and requirements, contact the State of Maine Department of Education:

State of Maine Department of Education
23 State House Station
Augusta, ME 04333
Tel: 207.624.6603
Email: cert.doe@maine.gov
Website: <http://www.maine.gov/education/cert>

Kentucky Students

Please be advised that this program is NOT accredited in Kentucky by the Education Professional Standards Board and is NOT recognized for initial, additional, or renewal of certification or salary enhancement (rank change) for P-12 educators in Kentucky. For more information, please visit the Education Professional Standards Board's website at <http://www.epsb.ky.gov>.

Degree Plan Program Requirements

Standard Track

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	

SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CE100	Preparing for a Career in Early Childhood Development ¹	5
or CS121	Pathways to Academic Success	
CE101	Introduction to Early Childhood Education	5
CE114	Early Childhood Development	5
CE215	Early Childhood Curriculum Planning	5
CE220	Child Safety, Nutrition, and Health	5
CE230	Creative Activities for Young Children	5
CE240	Young Children With Special Needs	5
CM206	Interpersonal Communications	5
PS124	Introduction to Psychology	5
or SS144	Sociology	
CE300	Observation and Assessment in Early Childhood	6
CE310	Children's Literacy	6
CE320	Language Development in the Young Child	6
CE330	Teaching Across Content - Math, Science, and Sociology for Young Children	6
CE410	Teaching Art and Music in Early Childhood	6
CE420	Curriculum Development	6
CE430	Learning Through Play in the Inclusive Classroom	6
CE499	Bachelor's Capstone in Early Childhood Development	6
Total Major Requirements		93
Open Elective Requirements		
Open Electives		54
Total Open Elective Requirements		54
TOTAL CREDITS		180

¹ Online students will take CE100 Preparing for a Career in Early Childhood Development.

Maine Student Teaching Option

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5

SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CE100	Preparing for a Career in Early Childhood Development	5
or CS121	Pathways to Academic Success	
CE101	Introduction to Early Childhood Education	5
CE114	Early Childhood Development	5
CE215	Early Childhood Curriculum Planning	5
CE220	Child Safety, Nutrition, and Health	5
CE230	Creative Activities for Young Children	5
CE240	Young Children With Special Needs	5
CM206	Interpersonal Communications	5
PS124	Introduction to Psychology	5
or SS144	Sociology	
CE300	Observation and Assessment in Early Childhood	6
CE310	Children's Literacy	6
CE320	Language Development in the Young Child	6
CE330	Teaching Across Content - Math, Science, and Sociology for Young Children	6
CE410	Teaching Art and Music in Early Childhood	6
CE420	Curriculum Development	6
CE430	Learning Through Play in the Inclusive Classroom	6
CE497	Student Teaching Part A	6
CE498	Student Teaching Part B	12
Total Major Requirements		105
Open Elective Requirements		
Open Electives		54
Total Open Elective Requirements		54
TOTAL CREDITS		192

Bachelor of Science in Environmental Policy and Management

Description and Outcomes

The Bachelor of Science in Environmental Policy and Management program offers an interdisciplinary opportunity to study environmental issues and policy from a perspective that explores the interrelationship between public and private sectors and society, economics, and the environment. The program focuses on the environment in conjunction with a set of core courses in science, economics, and policy. You will delve into concepts of economics, ethics and values, environmental politics, business, law, culture, and property rights, in addition to studying the science of the environment and sustainability. You will study how institutions in society, including government, business, and nonprofits, all participate in devising solutions to environmental issues.

This interdisciplinary program draws courses and faculty from disciplines across Purdue Global including business, arts and sciences, health sciences, and legal studies. The program has been designed to immerse you in the real problems and issues concerning the environment. In addition, you are presented with opportunities for critical thinking and problem solving as you apply concepts and methods to solve issues at the local, national, and global levels.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Environmental Policy and Management program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Research Methods: Apply methods and tools to retrieve, analyze, and utilize primary and secondary sources of information and data.
2. Socially Responsible Leadership: Apply principles of social responsibility to decision-making actions and interactions.
3. Environmental Management: Apply concepts, theories, and principles of environmental management to evaluate and recommend solutions to managing the environment.
4. Environmental Policy and Law: Assess environmental policy and its impact on local, state, and national systems and communities.
5. Global Environmental Issues: Analyze issues of the environment within the context of the global arena.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your

academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

This program is subject to minimum enrollments. If minimum enrollments are not met, you will be asked to enroll in a subsequent term.

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	

HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
LS100	Introduction to the Law and Legal Profession ¹	5
EM101	Introduction to Environmental Policy and Management	5
EM205	The Politics of Managing the Environment ¹	5
MM207	Statistics	5
PP110	Ethics and Public Administration ¹	5
PP220	Socially Responsible Leadership ¹	5
SC225	Environmental Science - Ecosystems, Resources, and Carbon Footprints	5
EM305	The Economics of Environmental Management	6
EM410	The Global Environment	6
EM430	Environmental Policy Analysis	6
LS302	Environmental Law and Policy	6
LS305	Constitutional Law	6
PA301	Administrative Law	6
PP310	Finance and Budgeting in the Public Sector	6
PP420	Private and Public Sector Partnerships	6
PP450	Program Evaluation	6
EM499	Bachelor's Capstone in Environmental Policy and Management	6
Total Major Requirements		95
Open Elective Requirements		
Open Electives ²		52
Total Open Elective Requirements		52
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete the accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Fire and Emergency Management

Description and Outcomes

The Bachelor of Science in Fire and Emergency Management program is designed for emergency services personnel and addresses the new challenges in technology, human resource management, and fiscal responsibility. The general public and government appointees are demanding higher levels of training and education for those who lead our nation's first response teams during catastrophic disasters, terrorist incidents, and typical emergencies. This bachelor's degree is designed to empower you to pursue leadership roles that include managing all aspects of modern fire, EMS, and emergency preparedness agencies. Additionally, this program could help increase your administrative and management knowledge as well as occupational and life safety awareness.

Purdue Global is recognized by the U.S. Fire Administration as an official Fire and Emergency Services Higher Education (FESHE) institution. Since 1999, FESHE leaders labored to produce, through consensus, a standardized undergraduate curriculum that is national in scope, content, and outcome. Fire-related and EMS management courses were developed for colleges and universities to use as a model when developing curriculum. All the courses share common titles, catalog descriptions, outlines, and content, which provide a national core of knowledge and competencies as suggested by FESHE. This degree program closely follows the FESHE model.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Fire and Emergency Management program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Ethics: Evaluate ethical, social, civic, cultural, and political issues as they relate to the management of emergency services, safety, and survival.
2. Global Awareness: Analyze the social, cultural, behavioral, and economic characteristics of global emergency and disaster planning.
3. Knowledge Base: Develop a comprehensive program for operational and strategic emergency management decisions and materials management.
4. Operations: Apply project management strategies that illustrate the design and management of disaster and fire defense planning.

5. Psychology: Appraise issues that deal with the psychological effects of emergency services, safety, and survival.
6. Research Methods: Demonstrate critical thinking to perform research about the management of disaster and fire defense planning using commonly accepted quantitative and qualitative analytical tools to understand and evaluate fire and emergency situations and scenarios.
7. Technology: Evaluate the use of technology to inform and enhance operational and strategic emergency management decisions.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5

CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33

Major Requirements

FS100	Introduction to Fire and Emergency Services ¹	5
FS105	Fire Prevention Practices	5
FS120	Introduction to Emergency Management	5
FS202	Principles of Emergency Services ¹	5
FS205	Ethics for the Fire and Emergency Services ¹	5
FS208	Legal Aspects of Emergency Services ¹	5
FS220	Preparedness and Planning for Emergency Management	5
FS225	Emergency Management Response ¹	5
CJ307	Crisis Management in Terrorist Attacks and Disasters	6
FS304	Community Risk Reduction for Fire and EMS	6
FS320	Recovery Practices in Emergency Management	6
FS401	Fire Prevention Organization and Management	6
FS402	Political, Ethical, and Legal Foundations of EMS	6
FS403	Leadership and Management	6
FS414	Personnel Management for Fire and EMS	6
FS420	Mitigation and Risk Assessment in Emergency Management	6
FS425	Disaster Policy in Emergency Management	6
FS498	Bachelor's Capstone in Fire Science	6
Total Major Requirements		100

Open Elective Requirements

Open Electives ²	47
Total Open Elective Requirements	47
TOTAL CREDITS	180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Fire Science

Description and Outcomes

Purdue Global is recognized by the U.S. Fire Administration as an official Fire and Emergency Services Higher Education (FESHE) institution. The Bachelor of Science in Fire Science closely follows the FESHE model and is designed to provide you with foundational skills in firefighter safety, building codes, fire prevention, code inspection, and firefighting strategy and tactics. In addition, the program explores technical, legal, and social aspects of arson, the application of technology to firefighting, and the psychological effects of fire dynamics. The program serves fire service professionals seeking enhanced skills and a broad spectrum of knowledge in the field of fire science. The curriculum includes analytical approaches to fire protection and investigation, disaster and fire defense planning, hazardous materials management, fire protection structure and system design, and the role of the fire service within the community.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Fire Science program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, graduates will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Fire Foundations: Demonstrate an understanding of building construction as it relates to firefighter safety, building codes, fire prevention, code inspection, and firefighting strategy and tactics.
2. Fire Investigation and Analysis: Investigate technical, legal, and social aspects of arson.
3. Psychology: Analyze the issues that deal with the psychological effects of fire dynamics.
4. Research Methods: Apply scientific methods of inquiry to arrive at reasoned decisions regarding fire science.
5. Technology: Analyze methods that integrate the use of technology to inform operational and strategic decisions that will enhance firefighting strategy and tactics.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	

SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CJ246	Human Relations in a Diverse Society ¹	5
FS100	Introduction to Fire and Emergency Services ¹	5
FS101	Fire Behavior and Combustion	5
FS102	Building Construction for Fire Protection ¹	5
FS103	Fire Protection Hydraulics and Water Supply ¹	5
FS104	Fire Protection Systems ¹	5
FS105	Fire Prevention Practices	5
FS201	Strategy and Tactics	5
FS202	Principles of Emergency Services ¹	5
FS204	Occupational Safety and Health for Emergency Services ¹	5
FS208	Legal Aspects of Emergency Services ¹	5
FS301	Fire Investigation and Analysis	6
FS302	Advanced Principles of Firefighter Safety and Survival	6
FS304	Community Risk Reduction for Fire and EMS	6
FS401	Fire Prevention Organization and Management	6
FS402	Political, Ethical, and Legal Foundations of EMS	6
FS403	Leadership and Management	6
FS412	Safety Risk Management for Fire and EMS	6
FS413	Research Analysis for Fire Emergency Services	6
FS414	Personnel Management for Fire and EMS	6
FS498	Bachelor's Capstone in Fire Science	6
Total Major Requirements		115
Open Elective Requirements		
Open Electives ²		32
Total Open Elective Requirements		32
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Human Services

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective October 19, 2016, this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Bachelor of Science in Human Services program draws from multiple disciplines, such as health services, psychology, sociology, law, and criminal justice, to help prepare you to meet the complex challenges of the twenty-first century in the growing field of human services.

The program is designed to help you gain the skills, knowledge, attitudes, and experience to assess, intervene, and evaluate the situations of the most vulnerable in our society in order to provide services that respond to the needs of clients. Blending theory and practice, the curriculum teaches you how to critically evaluate your social world as you explore the public and private policies that drive the day-to-day operations of human service agencies in this country and how you can best intervene on behalf of the clients you will serve. The program is designed to provide a broad understanding and the practical skills to help you discern how to be most helpful to clients and a proactive participant in the agency where you may work, which may include areas such as mental health, social services, education, rehabilitation, group and community work, and workplaces including nursing homes, hospitals, and clinics.

This program adheres to the curriculum standards of the Council of Standards in Human Service Education; however, it is not accredited by this agency. Refer to the Certification, State Board, and National Board Exams (p. 162) section for important program disclosure information.

The program is designed to prepare you academically to pursue a variety of careers in the field or in related fields and to pursue advanced education. The coursework in this program fulfills the requirements to sit for the exam to become a Human Services—Board Certified Practitioner (HS-BCP™). Please note that you must meet post-degree experience requirements in order to earn the HS-BCP credential.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Concentrations

Three concentrations are available within the Bachelor of Science in Human Services program: human services administration, gerontology, and child and family welfare.

The human services administration concentration is designed to prepare you with the knowledge and skills to work with diverse funding sources, influence policy, supervise staff, and intervene on behalf of those most vulnerable in our society in situations involving other agencies and players in the human services industry.

The gerontology concentration focuses on the physical, mental, and psychosocial development of humans during the aging process. Choose this concentration if you have an interest in working directly with the growing aging population and as an advocate for seniors in our society.

The courses are designed to prepare you to work with the change process of aging and address how the aging population impacts social policy and program delivery.

The child and family welfare concentration focuses on the complexities of the issues and forces that bear down on children and families in our society. Upon graduation, you may assess, evaluate, intervene, and re-evaluate social structures, such as adoption, foster care, child protection, and reunification, as you work with children and families.

Program Length

The Bachelor of Science in Human Services program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in environmental policy, human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge and Skill Base: Demonstrate foundational knowledge of the theoretical bases, best practices, and historical and current trends related to the human services profession.
2. Planning and Evaluation Skills: Apply theory and skills to identify, plan, implement, and evaluate interventions involving client needs and delivery systems in the human services profession.
3. Values and Ethics: Use the professional, ethical, and legal values, standards, and practices of the human services profession.
4. Information and Systems Management: Apply the information and skills necessary to manage and deliver human services.
5. Diversity and Global Awareness: Demonstrate an understanding of the importance of culture, gender, diversity, and global perspectives in the delivery of human services.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If

certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Bachelor of Science in Human Services program is a member of the Council for Standards in Human Service Education (CSHSE); however, it is not accredited by this agency.

The program is designed to prepare you academically to pursue a variety of careers in the field or in related fields and to pursue advanced education. The coursework in this program fulfills the requirements to sit for the exam to become a Human Services—Board Certified Practitioner (HS-BCP™). Please note that you must meet post-degree experience requirements in order to earn the HS-BCP credential.

The Center for Credentialing & Education can be contacted at:

3 Terrace Way
Greensboro, NC 27403-3660
Tel: 336.482.2856

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5

SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications ¹	5
HN115	Human Services Program and Profession	5
HN144	Human Behavior and the Environment	5
HN200	Survey of Social Problems	5
HN205	Applied Skills for Human Services ¹	5
HN220	Prevention and Crisis Intervention ¹	5
MM207	Statistics ¹	5
PS124	Introduction to Psychology ¹	5
HN300	Human Services and Social Policy	6
HN330	Case Management in Human Services	6
HN410	Human Services Delivery	6
300/400 Level	Major Electives (see below)	24
HN499	Bachelor's Capstone for Human Services	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Human Service Administration

Code	Title	Credits
HN345	Public Relations in Not-For-Profit Organizations	6
HN347	Public Personnel Administration	6
HN400	Proposal Designs for Human Services	6
HN450	Legal and Ethical Issues in Human Services	6
TOTAL CREDITS		24

Gerontology

Code	Title	Credits
HN360	The Aging Population and Society	6
HN365	Psychology of Aging	6
HN420	Social and Health Care Issues in Aging	6
HN450	Legal and Ethical Issues in Human Services	6
TOTAL CREDITS		24

Child and Family Welfare

Code	Title	Credits
HN370	Child Welfare and Family	6
HN377	Studies in Child and Adolescent Development	6
HN430	Advocacy for Families and Youth	6
HN450	Legal and Ethical Issues in Human Services	6
TOTAL CREDITS		24

Bachelor of Science in Human Services in Youth/Family Services and Administration

Description and Outcomes

The Bachelor of Science in Human Services in Youth/Family Services and Administration program draws from multiple disciplines, such as developmental psychology, sociology, law, and criminal justice, to help prepare you to meet the complex challenges in the growing field of human services. You will be prepared to enter careers in family and youth services, social services and administration, juvenile justice, program planning, case management, and community advocacy.

The program is designed to help you gain the skills, knowledge, attitudes, and experience to assess and evaluate programs that meet the needs of people in contemporary society. In addition, the program will prepare you with the knowledge and skills to work with diverse funding sources, influence policy, and intervene on behalf of those in need. The program will provide a broad understanding and the practical skills to help you discern how to be most helpful to clients and a proactive participant in the agency where you may work.

Blending theory and practice, the curriculum teaches you how to critically evaluate your social world as you explore the public and private policies that drive the day-to-day operations of human service agencies. Coursework will provide opportunities for practical application of evidence-based interventions used to serve youth and families.

This program adheres to the curriculum standards of the Council of Standards in Human Service Education; however, it is not accredited by this agency. Refer to the Certification, State Board, and National Board Exams (p. 165) section for important program disclosure information.

The program is designed to prepare you academically to pursue a variety of careers in the field or in related fields and to pursue advanced education. The coursework in this program fulfills the requirements to sit for the Human Services—Board Certified Practitioner (HS-BCP™) exam offered by the Center for Credentialing & Education. Please note that you must meet post-degree experience requirements in order to earn the HS-BCP credential.

For additional information on the HS-BCP, the Center for Credentialing & Education can be contacted at:

3 Terrace Way
Greensboro, NC 27403-3660
Tel: 336.482.2856

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in environmental policy, human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Human Services in Youth/Family Services and Administration program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge and Skill Base: Identify foundational and theoretical knowledge, best practices, and historical and current trends related to the human services field.
2. Planning and Evaluation Skills: Apply theory and skills to identify, plan, implement, evaluate, manage, and administer interventions involving youth and family services.
3. Values and Ethics: Examine the professional, ethical, and legal values, standards, and practices of the human services profession.
4. Information and Systems Management: Apply the information and skills necessary to manage and administer human services to youth and families in the community.
5. Diversity and Global Awareness: Evaluate the importance of culture, gender, diversity, and global perspectives in the administration and delivery of human services.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified.

Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

This program does not lead to certification or licensure as a social worker or counselor in any state.

The Bachelor of Science in Human Services in Youth/Family Services and Administration program is a member of the Council for Standards in Human Service Education (CSHSE); however, it is not accredited by this agency.

The coursework in this program fulfills the requirements to sit for the Human Services—Board Certified Practitioner (HS-BCP) exam offered by the Center for Credentialing & Education. Please note that you must meet post-degree experience requirements in order to earn the HS-BCP credential.

For additional information on the HS-BCP, the Center for Credentialing & Education can be contacted at:

3 Terrace Way
Greensboro, NC 27403-3660
Tel: 336.482.2856

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications ¹	5

CJ101	Introduction to the Criminal Justice System	5
HN115	Human Services Program and Profession	5
HN144	Human Behavior and the Environment	5
HN200	Survey of Social Problems ¹	5
HN205	Applied Skills for Human Services ¹	5
HN220	Prevention and Crisis Intervention ¹	5
SS144	Sociology ¹	5
CJ333	Family and Domestic Violence	6
CJ420	Juvenile Justice	6
HN330	Case Management in Human Services	6
HN347	Public Personnel Administration	6
HN370	Child Welfare and Family	6
HN377	Studies in Child and Adolescent Development	6
HN400	Proposal Designs for Human Services	6
HN430	Advocacy for Families and Youth	6
HN450	Legal and Ethical Issues in Human Services	6
HN498	Bachelor's Capstone for Human Services in Youth and Family Services and Administration	6
Total Major Requirements		100
Open Elective Requirements ²		
100/200 Level	Open Electives	35
300/400 Level	Open Electives	12
Total Open Elective Requirements		47
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Legal Studies

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective October 19, 2016, this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Bachelor of Science in Legal Studies program is designed to provide you with an education that incorporates the study of law (and related disciplines) with the development of both practical and analytical skills. In addition, if you plan on continuing your course of study at the law school level, the program's solid educational foundation could prepare you for the rigors of advanced study of the law or other areas of graduate study.

The program focuses on the knowledge, skills, and values required of competent and ethical professionals working in the legal services industry. Courses provide a well-rounded academic foundation that emphasizes analytical thinking, reading comprehension, and communication skills while helping you develop the practical skills to successfully enter the job market. You will have the opportunity to develop strong interpersonal skills, self-discipline, and ethical principles.

The legal education and training provided in the Bachelor of Science in Legal Studies program may prove useful if you are interested in continuing on to law school or a graduate education program or pursuing many other occupations including: arbitrator, mediator, patent agent, title examiner, legislative assistant, lobbyist, political office holder, corporate executive, journalist, abstractor, claims examiner, compliance and enforcement inspector, occupational and safety health worker, legal psychology expert, and jury consultant.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in environmental policy, human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Legal Studies program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Theory and Principles: Define the basic theories, elements, and principles of law.
2. Research: Find relevant primary and secondary legal sources in electronic and print media and apply them to specific fact scenarios using prescribed analysis and argument.
3. Investigation: Apply investigative techniques to support the development of a legal argument.

4. Communications: Produce communications using theoretical and practical concepts from specialized areas of law.
5. Critical Thinking: Evaluate the role of legal theory and practice in the practice of societal institutions.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	

MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
IT133	Microsoft Office Applications on Demand ¹	5
or PA230	Introduction to Legal Technology	
LS100	Introduction to the Law and Legal Profession ²	5
or CS121	Pathways to Academic Success	
PA165	Introduction to Torts ³	5
PA201	Introduction to Legal Research	5
PA205	Introduction to Legal Analysis and Writing	5
PA253	Legal Ethics ³	5
100/200 Level	Major Electives ³	10
LS305	Constitutional Law	6
LS308	Law and Society	6
LS490	Legal Philosophy	6
300/400 Level	Major Electives	24
LS498	Bachelor's Capstone in Legal Studies	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ⁴		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ Online students will take PA230 Introduction to Legal Technology.

² Online students will take LS100 Introduction to the Law and Legal Profession.

³ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

⁴ Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Legal Support and Services

Description and Outcomes

The Bachelor of Science in Legal Support and Services program is designed to offer a broad-based foundation in the knowledge of the law and other related practical study areas, in conjunction with the practical and technical skills and competencies required of various professions in the legal field. Comprehensive study in areas such as legal research and writing, American justice system, legal ethics, legal philosophy, and various legal disciplines help prepare you for diverse career opportunities.

If you are interested in pursuing occupational advancement or seeking employment in legal support environments, including private law firms, corporations, and government agencies, consider this program. Duties may include providing support during legal proceedings, investigation, preparing various documents, managing technology, and researching and assessing legal issues.

Concentration

The bachelor's degree program offers you the opportunity to personalize a degree with a concentration in the paralegal profession.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Legal Support and Services program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Theory and Principles: Explain the elements of specific areas of law.
2. Research: Apply relevant primary and secondary legal sources to specific fact scenarios.
3. Investigation: Investigate using exploratory techniques in the legal profession.
4. Communications: Draft communications using legal sources from specific areas of law.
5. Critical Thinking: Argue legal theories and the practices of various societal institutions.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Standard Track

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5

SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications	5
IT133	Microsoft Office Applications on Demand ^{1, 2}	5
or PA230	Introduction to Legal Technology	
LS100	Introduction to the Law and Legal Profession ²	5
LS185	Introduction to American Jurisprudence ²	5
LS204	Legal Research and Writing	5
LS244	Advanced Legal Research and Writing	5
PA253	Legal Ethics ²	5
100/200 Level	Major Elective	5
LS308	Law and Society	6
LS311	Business Law	6
LS312	Ethics and the Legal Environment	6
LS490	Legal Philosophy	6
PA412	Alternative Dispute Resolution	6
300/400 Level	Major Electives (see below)	12
LS495	Bachelor of Science in Legal Support and Services Capstone	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ³		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ Online students will take PA230 Introduction to Legal Technology.

² These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

³ Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Concentration Track

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5

SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications	5
IT133	Microsoft Office Applications on Demand ^{1, 2}	5
or PA230	Introduction to Legal Technology	
LS100	Introduction to the Law and Legal Profession ²	5
LS185	Introduction to American Jurisprudence ²	5
LS204	Legal Research and Writing	5
LS244	Advanced Legal Research and Writing	5
PA253	Legal Ethics ²	5
LS308	Law and Society	6
LS311	Business Law	6
LS312	Ethics and the Legal Environment	6
LS490	Legal Philosophy	6
PA412	Alternative Dispute Resolution	6
300/400 Level	Major Electives (see below)	22
LS495	Bachelor of Science in Legal Support and Services Capstone	6
Total Major Requirements		93
Open Elective Requirements		
Open Electives ³		54
Total Open Elective Requirements		54
TOTAL CREDITS		180

¹ Online students will take PA230 Introduction to Legal Technology.

² These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

³ Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Paralegal

Concentration courses are completed within the major electives requirement of the degree plan.

Code	Title	Credits
PA110	Civil Litigation	5
PA260	Criminal Law	5
PA301	Administrative Law	6
PA305	Law Office Management	6
TOTAL CREDITS		22

Bachelor of Science in Liberal Studies

Description and Outcomes

If you have prior learning credit and are interested in creating a program to meet personal and professional interests, consider the Bachelor of Science in Liberal Studies program. The degree-completion program allows you to receive credit for eligible prior learning, which may include transfer credit from a regionally or nationally accredited institution, military training, or other experiential learning.

During the first term of study, you will develop an Individualized Learning Plan under the guidance of a faculty advisor. The Individualized Learning Plan contains a career goal statement and outlines the coursework you will complete as part of your degree plan. With the assistance of your faculty advisor, you will choose up to two focus areas that align with your professional and personal goals. You will be required to write a one-paragraph goal statement explaining your rationale for choosing the area(s) of focus and submit it to your faculty advisor for approval.

You will complete the core and major requirements outlined in the degree plan and may choose elective courses that support the educational goals developed in your Individualized Learning Plan.

Upon graduation, you may find career opportunities in a variety of fields based on the individualized design of the program.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Concentration

A concentration in leadership is also available within the Bachelor of Science in Liberal Studies and is designed to prepare you with knowledge and skills to lead others in diverse settings.

Program Length

The Bachelor of Science in Liberal Studies program consists of a minimum of 180 quarter credit hours, including the standard general education requirements. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Outcomes

Discipline-Specific Outcomes

1. Occupational Specialization: Apply program-specific interests and general education knowledge to the development of an approved individualized degree plan designed for a specific career or professional occupation.
2. Interdisciplinary Core: Use the interdisciplinary approach to learning to successfully complete a student-selected, focused sequence of elective coursework.

3. Professional Competencies: Use critical thinking and effective communications in locating, presenting, and analyzing information.
4. Cultural and Diversity Awareness: Demonstrate an understanding of individual and cultural differences and effective collaboration with colleagues of diverse backgrounds.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to the Policy Information (p. 50) section for general Purdue Global policies.

Progression Requirements

If you enroll in the Bachelor of Science in Liberal Studies leadership specialization, you will have the prerequisite for MT302 Organizational Behavior waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		

CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM115	Communication - Concepts and Skills ¹	5
HU245	Ethics ¹	5
MM207	Statistics ¹	5
PS124	Introduction to Psychology ¹	5
SC115	Principles of Nutrition ¹	5
100/200 Level	Major Electives ¹	15
CM310	Communication and Conflict	6
HU345	Critical Thinking	6
SS360	American Women	6
300/400 Level	Major Electives (see below)	24
LI499	Bachelor's Capstone in Liberal Studies	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ²		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Leadership

Code	Title	Credits
CM460	Strategic Communication	6
LI410	Leadership in Practice	6
MT302	Organizational Behavior	6
MT340	Conflict Management and Team Dynamics	6
TOTAL CREDITS		24

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Bachelor of Science in Paralegal Studies

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective November 11, 2015, this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Bachelor of Science in Paralegal Studies program is designed to prepare you to pursue a career as a paralegal as well as for advancement if you are already working in the field. The program provides you with a broad knowledge base and a strong foundation in law and paralegal skills. The baccalaureate program is designed to combine the technical skills of various specialized areas of law with research, practical, technological, and analytical skills. In addition to the areas covered in the associate's-level program, the bachelor's degree covers the fields of real estate law, family law, tort law, and advanced legal writing, and includes paralegal electives and general education requirements at the 300/400-level.

Upon graduation, you may pursue occupational advancement or seek employment in legal environments including private law firms, corporations, and government agencies. A paralegal's duties may include providing support during courtroom proceedings, interviewing and investigation, preparing documents, managing technology, and researching legal issues.

Accelerated Master's Degree Options

If you are interested in earning a master's degree in environmental policy, human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Paralegal Studies program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Assist Clients: Analyze data to ethically assist clients throughout the legal process.
2. Perform Legal Research: Locate and analyze relevant primary and secondary legal sources in electronic and print media.
3. Perform Investigative Functions: Use investigative techniques to gather information from a variety of sources.
4. Perform Communications Functions: Communicate with participants throughout the legal process.
5. Implement Legal Procedures: Manage electronic and print information.
6. Assist in Litigation Preparation: Draft and organize information for trial purposes.
7. Prepare Legal Documents for Clients.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your

academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5

SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
IT133	Microsoft Office Applications on Demand ¹	5
or PA230	Introduction to Legal Technology	
LS100	Introduction to the Law and Legal Profession ²	5
or CS121	Pathways to Academic Success	
PA110	Civil Litigation	5
PA201	Introduction to Legal Research	5
PA205	Introduction to Legal Analysis and Writing	5
PA253	Legal Ethics	5
100/200 Level	Major Elective	10
PA300	Real Estate Law	6
PA310	Tort Law ³	6
PA401	Advanced Legal Writing	6
300/400 Level	Major Electives	24
PA499	Bachelor's Capstone in Paralegal Studies	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ⁴		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ Online students will take PA230 Introduction to Legal Technology.

² Online students will take LS100 Introduction to the Law and Legal Profession.

³ Students who do not possess prior learning credit comparable to PA165 Introduction to Torts must take the course in place of an open elective to satisfy the prerequisite requirements for PA310 Tort Law.

⁴ Eligible students who choose to complete an accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Political Science

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective April 16, 2014, this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Bachelor of Science in Political Science program is designed to help you develop an understanding of the interconnected issues and challenges that confront governing bodies and society locally, regionally, nationally, and globally. The study of politics and political science is broad and interdisciplinary; therefore, the program focuses on the historical, global, current, and future approaches to political theories and the application of those theories to the creation of political institutions and policy. In addition, the program emphasizes dimensions of politics, governance, the relationships between law and political institutions, economic and political power, and cultural and political identity.

The program's curriculum bridges to other disciplines including economics, law/legal studies, and social science. This melding of perspectives and the connection of disciplines creates a program rich in analysis of how various facets of political, legal, governmental, and economic structures interact. In addition, the program helps you develop skills and understand methods of applying these facets to the study of leadership in the political arena.

The Bachelor of Science in Political Science program is designed to prepare you to be an active and involved citizen in a democratic political system founded on principles of representative government as well as a multitiered system involving the federal, state, and local levels. This program provides you with the tools to participate and compete in the multifaceted political structure within a rapidly developing culture where global lines, institutions, cultures, and economies are blurred. The Bachelor of Science in Political Science program teaches you to think about politics and helps prepare you to be a critical and informed participant in an increasingly complex world.

Accelerated Master's Degree Options

If you are interested in earning both a bachelor's and master's degree in legal studies, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Political Science program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. The Structure and Organization of Government: Assess the organization and structure of governmental organizations in the context of legislative and administrative processes.
2. Leadership and Advocacy: Apply techniques to access the political system in order to effectively advocate for social and political change.

3. Societal Relationships and Influence: Analyze relationships between law and political institutions, economic and political power, and culture and political identity.
4. Political Theory and Process: Analyze political, administrative, and policy theories and assess their impact on political processes and policy development.
5. Ethics: Apply ethical principles to decision making, actions, and interactions within the political process.
6. Comparative Global Politics: Evaluate the political process, public decision making, and implementation globally.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		

100/200 Level	Communication Course	5
100/200 Level	Mathematics Course	5
200 Level	Communication Course	5
300/400 Level	Arts and Humanities Course	6
300/400 Level	Physical Science Course	6
300/400 Level	Social Science Course	6
Total Core Requirements		33
Major Requirements		
LS100	Introduction to the Law and Legal Profession	5
BU204	Macroeconomics	5
LS102	Introduction to Law	5
MM207	Statistics	5
PO101	Introduction to Political Science	5
PP205	Introduction to Administrative Law	5
SS144	Sociology	5
SS230	Making History - The Founding Fathers	5
SS236	People, Power, and Politics - An Introduction to American Government	5
LS305	Constitutional Law	6
PO300	Political Theory	6
PO400	International Relations	6
300/400 Level	Major Electives	24
PO499	Bachelor's Capstone in Political Science	6
Total Major Requirements		93
Open Elective Requirements		
Open Electives		54
Total Open Elective Requirements		54
TOTAL CREDITS		180

Bachelor of Science in Psychology

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective November 11, 2015, this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

A Bachelor of Science in Psychology may prepare you to pursue career opportunities in various fields where you may implement your psychological knowledge, skills, and values. In addition, the program may prepare you for graduate work to pursue more specialized careers. The program's curriculum is designed to provide you with content knowledge of the major concepts, values, theories, psychological studies, research methods, and historical trends in psychology as they apply to human behavior, learning, and development. You will study how psychology relates to your everyday life and the importance of culture and diversity. Courses are designed to help you develop and use psychological skills, critical thinking, and the scientific approach to problem solving to evaluate behavior and mental processes while applying psychological principles to personal, social, and organizational issues.

Emphasis Areas

Four emphasis area options are available within the Bachelor of Science in Psychology program. The child development emphasis area provides exploration of behavioral development from birth to adolescence and is designed to prepare you to pursue a career in early childhood education, human services, and community work. The applied behavior analysis emphasis area provides an examination of the design, analysis, and application of learning theories and behavioral principles, and is designed to prepare you to pursue careers working with children and adults in schools and other organizational settings. The industrial/organizational psychology emphasis area helps prepare you to become skilled in the psychology of behavior and attitudes, and is designed to help you pursue a career working to improve the performance, satisfaction, and well-being of employees by applying psychology-related strategies in various work settings. Finally, the addictions emphasis area provides an investigation of substance abuse in our society, including risk factors, prevention, evaluation, and treatment, and is designed to prepare you to pursue careers in clinical and educational settings working with youth and adults.

Accelerated Master's Degree Option

If you are interested in earning a master's degree in environmental policy, human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Psychology program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate knowledge of the major concepts, theoretical perspectives, enduring conflicts, empirical findings, and historical trends in psychology.
2. Research Methods: Apply basic methodology in psychology including research design, data analysis, and the interpretation and evaluation of findings.
3. Critical Thinking Skills: Use analytical thinking, skeptical inquiry, and the scientific approach in solving problems related to behavior and mental processes.
4. Application: Apply the appropriate psychological principles, theories, and concepts to personal, social, and organizational issues and problems.
5. Values in Psychology: Demonstrate an understanding of the underlying ethical standards, values, and considerations in theory and practice in the disciplines of psychology.
6. Information and Technological Skills: Use contemporary tools and technologies to communicate psychological principles and concepts effectively in diverse social and professional settings.
7. Global Awareness: Demonstrate an understanding of how academic and applied psychology can improve interpersonal relationships across cultural and national boundaries.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Behavior Analyst Certification Board[®], Inc. (BACB[®]) has verified the Purdue Global course sequence as meeting the coursework requirements for eligibility to take the Board Certified Assistant Behavior Analyst[®] Examination.

To become certified, you will need to obtain the necessary number of hours of field experience under an appropriate supervisor, as required by the BACB, meet additional degree and practicum requirements, and must also pass the comprehensive exam.

The Behavior Analyst Certification Board can be contacted at:

8051 Shaffer Parkway
Littleton, CO 80127
Tel: 720.438.4321

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Bachelor of Science in Psychology program do not guarantee or prepare graduates for state licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications	5
MM207	Statistics	5
PS115	Psychology Program and Profession	5
PS124	Introduction to Psychology	5
PS200	Introduction to Cognitive Psychology	5

PS210	History of Psychology	5
PS220	Child and Adolescent Psychology	5
SC235	General Biology I - Human Perspectives	5
PS300	Research Methods I	6
PS330	Personality Development	6
PS380	Clinical Psychology	6
300/400 Level	Emphasis Area Courses (see below)	24
PS499	Bachelor's Capstone in Psychology	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives ¹		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

¹ Eligible students who choose to complete the accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Emphasis Area Requirements

Emphasis area courses are completed within the major requirements of the degree plan.

Addictions

Code	Title	Credits
PS370	Health Psychology	6
PS375	Psychology of Addiction	6
PS450	Case Management in Clinical Settings	6
PS452	Psychopharmacology of Alcohol and Drugs	6
TOTAL CREDITS		24

Applied Behavior Analysis

Code	Title	Credits
PS410	Screening and Assessment	6
PS340	Exceptional Needs Children	6
PS360	Applied Behavior Analysis I	6
PS365	Applied Behavior Analysis II	6
PS430	Program Design and Evaluation	6
TOTAL CREDITS		30

PS410 Screening and Assessment will replace PS380 Clinical Psychology in the Major Requirements.

Child Development

Code	Title	Credits
PS340	Exceptional Needs Children	6
PS345	Language and Speech Development and Disorders	6
PS350	Working With Children in a Diverse World	6
PS420	Social Relationships in Childhood	6
TOTAL CREDITS		24

Industrial/Organizational Psychology

Code	Title	Credits
PS390	Introduction to Industrial/Organizational Psychology	6

PS391	Psychology of Leadership	6
PS392	Attitudes and Motivation in the Workplace	6
PS451	Selection and Assessment in Organizations	6
TOTAL CREDITS		24

Emphasis area is not available in Tennessee.

Bachelor of Science in Psychology in Addictions

Description and Outcomes

The Bachelor of Science in Psychology in Addictions provides you with content knowledge of the major concepts, values, theories, psychological studies, research methods, and historical trends in psychology as they apply to the many aspects of addiction science, assessment, prevention, intervention, treatment, and case management. Courses are designed to help you understand the nature of addiction and clinical disorders to help in your professional work with clients. Courses focus on using the scientific approach to problem solving to evaluate behavior and mental processes while applying psychological principles to personal, social, and organizational issues.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Option

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Psychology in Addictions program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Discuss the major concepts, theoretical perspectives, enduring conflicts, empirical findings, and historical trends in psychology.
2. Research Methods: Explore basic methodology in psychology including research design, data analysis, and the interpretation and evaluation of findings.
3. Critical Thinking Skills: Assess problems related to behavior and mental processes using analytical thinking, skeptical inquiry, and/or the scientific approach.
4. Application: Apply the appropriate psychological principles, theories, and concepts to personal, social, and organizational issues and problems.
5. Values in Psychology: Examine the underlying ethical standards, values, and considerations in theory and practice in the disciplines of psychology.
6. Information and Technological Skills: Use contemporary tools and technologies to screen, assess, treat, and evaluate client progress in realworld situations.
7. Global Awareness: Explain how academic and applied psychology can improve interpersonal relationships across cultural boundaries in a variety of treatment settings.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Bachelor of Science in Psychology in Addictions program do not guarantee or prepare you for state licensure in any state upon graduation.

The online Bachelor of Science in Psychology in Addictions is accredited by the National Addiction Studies Accreditation Commission (NASAC). The NASAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.562.0211
Website: <http://nasacaccreditation.org>

The NAADAC (Association for Addiction Professionals) has designated Purdue Global as an Approved Education Provider for meeting nationally approved standards of education for the alcoholism and drug abuse counseling field. Students who complete the Bachelor of Science in Psychology in Addictions will meet the coursework requirements to take the NCAC Level I and II certification exams.

Note that additional requirements must also be completed to take the NCAC Level I and II examinations, including degree, field experience, and licensure requirements. Refer to <http://www.naadac.org/ncc-ap> for full eligibility requirements.

The NAADAC can be contacted at:

44 Canal Center Plaza, Suite 301

Alexandria, VA 22314

Tel: 703.741.7686

Website: <http://naadac.org>

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CJ101	Introduction to the Criminal Justice System ¹	5
CM206	Interpersonal Communications ¹	5
HN144	Human Behavior and the Environment ¹	5
HN200	Survey of Social Problems ¹	5
MM207	Statistics	5
PS115	Psychology Program and Profession ¹	5
PS124	Introduction to Psychology	5
PS200	Introduction to Cognitive Psychology ¹	5
PS215	Neuroscience ¹	5
PS220	Child and Adolescent Psychology ¹	5
SC121	Human Anatomy and Physiology I ¹	5

HW410	Stress - Critical Issues in Management and Prevention	6
PS300	Research Methods I	6
PS311	Ethical Practice in a Diverse World	6
PS330	Personality Development	6
PS370	Health Psychology	6
PS375	Psychology of Addiction	6
PS380	Clinical Psychology	6
PS440	Abnormal Psychology	6
PS450	Case Management in Clinical Settings	6
PS452	Psychopharmacology of Alcohol and Drugs	6
PS497	Bachelor's Capstone in Addiction	6
Total Major Requirements		121
Open Electives		
Open Electives ²		26
Total Open Electives		26
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete the accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Psychology in Applied Behavior Analysis

Description and Outcomes

The Bachelor of Science in Psychology in Applied Behavior Analysis (ABA) degree provides you with the knowledge, skills, and abilities necessary to prepare for graduate study or to work effectively with individuals in a variety of settings. This program provides an examination of the design, analysis, and application of learning theories and behavioral principles. It is designed to prepare you to pursue careers working with children and adults struggling with behaviors ranging from difficulty with everyday social interactions to various disorders including autism spectrum disorders, and other mental health challenges.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Option

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Psychology in Applied Behavior Analysis program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. **Disciplinary Knowledge and Skills:** Draw upon foundational principles in the field of psychology, including applied behavior analysis, including historical considerations, fundamental principles, and current trends in the field to design effective treatment.
2. **Research and Analysis:** Utilize basic methodology in psychology including research design, data analysis, and the interpretation and evaluation of findings to determine effective client services.
3. **Critical Thinking and Problem Solving:** Use analytical thinking, skeptical inquiry, and the scientific approach in solving problems related to behavior and mental health as they relate to the DSM-5 diagnostic categories to design individualized treatment plans.
4. **Disciplinary Knowledge and Skills:** Apply conceptual knowledge of principles of applied behavior analysis to case examples and scenarios that reflect everyday problems within individuals, families, and organizations with regard to functional assessments, behavior intervention plans, and the evaluation of effectiveness of treatment.
5. **Professionalism and Ethics:** Demonstrate competent and ethical practice in the field of applied behavior analysis through the conduct of functional behavior assessments that inform function-based behavior intervention plans that address socially significant behaviors.
6. **Communication:** Explain treatment approaches in terms that clients, their families, and organizations can understand to gain informed consent.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Behavior Analyst Certification Board[®], Inc. (BACB[®]) has verified the Purdue Global course sequence as meeting the coursework requirements for eligibility to take the Board Certified Assistant Behavior Analyst[®] Examination.

Applicants will have to meet additional requirements to qualify.

The Behavior Analyst Certification Board can be contacted at:

8051 Shaffer Parkway
Littleton, CO 80127
Tel: 720.438.4321

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Bachelor of Science in Psychology in Applied Behavior Analysis program do not guarantee or prepare you for state licensure in any state upon graduation.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications ¹	5
HN144	Human Behavior and the Environment ¹	5
HN200	Survey of Social Problems ¹	5
MM207	Statistics	5
PS115	Psychology Program and Profession ¹	5
PS124	Introduction to Psychology	5
PS210	History of Psychology ¹	5
PS215	Neuroscience ¹	5
PS220	Child and Adolescent Psychology ¹	5
CE340	Introduction to Autism Spectrum Disorders in Young Children	6
PS300	Research Methods I	6
PS330	Personality Development	6
PS340	Exceptional Needs Children	6
PS360	Applied Behavior Analysis I	6
PS365	Applied Behavior Analysis II	6
PS380	Clinical Psychology	6
PS385	Targeted Topics in Applied Behavior Analysis	6
PS410	Screening and Assessment	6
PS430	Program Design and Evaluation	6
PS440	Abnormal Psychology	6

PS498	Bachelor's Capstone in Applied Behavior Analysis	6
Total Major Requirements		117
Open Elective Requirements		
Open Electives ²		30
Total Open Elective Requirements		30
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete the accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Bachelor of Science in Psychology in Industrial/Organizational Psychology

Description and Outcomes

The Bachelor of Science in Psychology in Industrial/Organizational Psychology program provides foundational preparation for a variety of roles in business, government, and nonprofit organizations utilizing rigor and methods of psychology as applied to issues of critical relevance and to organizational effectiveness: talent management, coaching, assessment, selection, training, organizational development, performance (i.e., improvement, management), and work-life balance.

If you have already completed an associate's or bachelor's degree from an accredited institution, you may be eligible for degree requirements to be waived and replaced with advanced start credit. Refer to Advanced Start Credit in Bachelor's Degrees (p. 26) in the Prior Learning Assessment section for details.

Accelerated Master's Degree Option

If you are interested in earning a master's degree in human services, legal studies, psychology, or public administration, consider an accelerated master's degree option. Refer to the Progression Requirements (p. 139) section for details.

Program Length

The Bachelor of Science in Psychology in Industrial/Organizational Psychology program consists of a minimum of 180 quarter credit hours. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Apply the appropriate psychological principles, theories, and concepts to personal, social, and organizational issues and problems.
2. Critical Thinking Skills: Demonstrate critical thinking skills as applied to analytical thinking, skeptical inquiry, and the scientific approach in solving problems related to behavior and mental processes.
3. Application: Differentiate the major concepts, theoretical perspectives, enduring conflicts, empirical findings, and historical trends in Industrial/Organizational Psychology.
4. Research Methods: Distinguish the correct research methods utilized to apply basic methodology in Industrial/Organizational Psychology including research design, data analysis, and the interpretation and evaluation of findings.
5. Values in Psychology: Integrate underpinning ethical standards and values with considerations in theory and practice to Industrial/Organizational Psychology.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

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Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
CS204	Professional Presence	3
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Arts and Humanities (select one of the following):		5
HU200	Arts and Humanities - Modern Creative Expressions	
HU245	Ethics	
HU250	Humanities and Culture	
Science (select one of the following):		5
SC200	Discovering Science - Current Issues in a Changing World	
SC235	General Biology I - Human Perspectives	
SC246	Fundamentals of Microbiology	
SC250	Fundamentals of Science	
Social Science (select one of the following):		5

SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		33
Major Requirements		
CM206	Interpersonal Communications ¹	5
MM207	Statistics	5
MT140	Introduction to Management ¹	5
MT203	Human Resource Management ¹	5
MT220	Global Business ¹	5
PS115	Psychology Program and Profession ¹	5
PS124	Introduction to Psychology	5
PS200	Introduction to Cognitive Psychology ¹	5
PS210	History of Psychology ¹	5
CM350	Public Relations Strategies	6
CM460	Strategic Communication	6
HR400	Employment and Staffing	6
LI410	Leadership in Practice	6
MT302	Organizational Behavior	6
PS300	Research Methods I	6
PS330	Personality Development	6
PS390	Introduction to Industrial/Organizational Psychology	6
PS391	Psychology of Leadership	6
PS392	Attitudes and Motivation in the Workplace	6
PS451	Selection and Assessment in Organizations	6
PS496	Bachelor's Capstone in Industrial Organizational Psychology	6
Total Major Requirements		117
Open Elective Requirements		
Open Electives ²		30
Total Open Elective Requirements		30
TOTAL CREDITS		180

¹ These degree requirements can be waived for students who are eligible for advanced start credit with a prior degree. See Advanced Start Credit in Bachelor's Degrees in the Prior Learning Assessment section for details.

² Eligible students who choose to complete the accelerated master's degree option will take four graduate-level courses in addition to selected undergraduate electives.

Associate of Applied Science in Criminal Justice

(Currently Not Accepting Enrollments)

Description and Outcomes

As of November 11, 2015, this program will no longer be accepting enrollments or reentries, with the exception of military servicemembers and veterans and residents of predetermined states, who may enroll through the term starting December 9, 2015. After the term starting December 9, 2015, enrollment in this program is open only to military servicemembers/veterans. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Associate of Applied Science in Criminal Justice program is designed to prepare you with applied knowledge, technical skills, communication abilities, and general knowledge to pursue a wide range of entry-level positions in the field of criminal justice. Upon graduation, you may pursue employment opportunities in various criminal justice environments such as law enforcement, courts, adult and juvenile corrections, corporate security, public safety, loss prevention, private protective services or investigations, or community-based programs and services. Some positions may require additional academy training and experience.

Program Length

The Associate of Applied Science in Criminal Justice program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Criminological Theory: Demonstrate an understanding of biological, sociological, and psychological theories of crime causation and discipline-specific evaluations of human behavior.
2. Law: Demonstrate the ability to apply principles of criminal law to criminal justice practice and understand the civil liabilities of criminal justice agencies and practitioners.
3. Program-Specific Competencies: Demonstrate the ability to apply program-specific competencies to entry-level criminal justice practice.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
CJ100	Preparing for a Career in Public Safety ¹	5
or CS121	Pathways to Academic Success	
CJ101	Introduction to the Criminal Justice System	5
CJ210	Criminal Investigation	5
CJ227	Criminal Procedure	5
CJ299	Associate's Capstone in Criminal Justice	5
100/200 Level	Major Electives	15
Total Major Requirements		40
Open Elective Requirements		
Open Electives		35
Total Open Elective Requirements		35
TOTAL CREDITS		90

¹ Online students will take CJ100 Preparing for a Career in Public Safety.

Associate of Applied Science in Criminal Justice and Criminology

Description and Outcomes

The Associate of Applied Science in Criminal Justice and Criminology program provides a foundation in criminological, sociological, and psychological theories. Applied knowledge, technical skills, and communication abilities gained within this program offers you the ability to pursue or advance your career in a wide range of positions in the field of criminal justice, including law enforcement, criminological research, crime analysis, the courts, adult and juvenile justice, and public safety.

If you seek a practice-based program, the Associate of Applied Science in Criminal Justice and Criminology is designed to enhance your qualifications to help you pursue more challenging responsibilities in criminal justice agencies and corporations. Upon graduation, you may seek employment opportunities in various criminal justice environments such as law enforcement, courts, adult and juvenile corrections, corporate security, public safety, loss prevention, private protective services or investigations, or community-based programs and services. It should be noted that some positions may require additional academy training and experience.

Program Length

The Associate of Applied Science in Criminal Justice and Criminology program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Criminological Theory: Demonstrate an understanding of biological, sociological, and psychological theories of crime causation and discipline-specific evaluations of human behavior.
2. Research Methods: Demonstrate an understanding of the scientific method and social research designs used in criminological research.
3. Policy and Procedure: Examine the interdisciplinary (psychological, sociological, and biological) foundations of criminological theory as applied to criminal justice practice, policy, and procedure.
4. Law: Apply principles of criminal law to criminal justice practice and understand the civil liabilities of criminal justice agencies and practitioners.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

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Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
CJ100	Preparing for a Career in Public Safety	5
CJ101	Introduction to the Criminal Justice System	5
CJ102	Criminology I	5
CJ110	Introduction to Crime Analysis	5
CJ140	Introduction to Constitutional Law	5
CJ200	Fundamentals of Psychological Profiling	5
CJ233	Introduction to Forensic Psychology	5
CJ266	Deviance and Violence	5
SS144	Sociology	5
CJ289	Associate's Capstone in Criminal Justice and Criminology	5
Total Major Requirements		50
Open Elective Requirements		

Open Electives	25
Total Open Elective Requirements	25
TOTAL CREDITS	90

Associate of Applied Science in Early Childhood Development

(Currently Not Accepting Enrollments)

Description and Outcomes

The Associate of Applied Science in Early Childhood Development program is designed to provide you with the introductory knowledge and skills to work with young children (birth through age 8) and families in early childhood settings. Specific emphasis is placed on the young child's growth and development, working with children in the inclusive classroom, health and nutrition needs, and lesson planning and implementation.

The program's curriculum links applied theory to practice, ethics, and professionalism, and provides a foundation in critical thinking and communication skills to support the roles and responsibilities of early childcare professionals in diverse learning environments.

Program Length

The Associate of Applied Science in Early Childhood Development program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge Base: Demonstrate the ability to apply knowledge of child development and learning theory in early childhood settings.
2. Child, Family, and Community Relationships: Demonstrate an understanding of the development and implementation of strategies for building family and community relationships.
3. Observation and Assessment: Identify developmentally appropriate observational and assessment techniques for informing instructional planning for children and their families.
4. Learning Environments: Demonstrate the ability to use developmentally appropriate principles, tools, and practices to create effective learning environments for young children.
5. Ethics and Professionalism: Demonstrate use of professional standards, ethical values, critical inquiry, and advocacy practices of the early childhood field.
6. Individuality and Cultural Diversity: Demonstrate an understanding of the importance of individuality and cultural diversity of children and their families to learning and development.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Kentucky Students

Please be advised that this program is NOT accredited in Kentucky by the Education Professional Standards Board and is NOT recognized for initial, additional, or renewal of certification or salary enhancement (rank change) for P-12 educators in Kentucky. For more information, please visit the Education Professional Standards Board's website at www.epsb.ky.gov (<http://www.epsb.ky.gov>).

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
CE100	Preparing for a Career in Early Childhood Development	5
CE101	Introduction to Early Childhood Education	5
CE114	Early Childhood Development	5
CE215	Early Childhood Curriculum Planning	5
CE220	Child Safety, Nutrition, and Health	5
CE230	Creative Activities for Young Children	5
CE240	Young Children With Special Needs	5
CM206	Interpersonal Communications	5

PS124	Introduction to Psychology	5
or SS144	Sociology	
CE299	Associate's Capstone for Early Childhood Development	5
Total Major Requirements		50
Open Elective Requirements		
Open Electives		25
Total Open Elective Requirements		25
TOTAL CREDITS		90

Associate of Applied Science in Fire Science

Description and Outcomes

Purdue Global is recognized by the U.S. Fire Administration as an official Fire and Emergency Services Higher Education (FESHE) institution. The Associate of Applied Science in Fire Science closely follows the FESHE model and is designed to provide you with foundational skills in firefighter safety, building codes, fire prevention, code inspection, and firefighting strategy and tactics. In addition, the program explores technical, legal, and social aspects of arson, the application of technology to firefighting, and the psychological effects of fire dynamics. The program serves fire service professionals seeking enhanced skills and a broad spectrum of knowledge in the field of fire science. The curriculum includes analytical approaches to fire protection and investigation, disaster and fire defense planning, hazardous materials management, and the role of the fire service within the community.

Program Length

The Associate of Applied Science in Fire Science program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Foundational Firefighter Skills: Discuss the importance of building construction as it relates to firefighter safety, building codes, and fire prevention.
2. Knowledge Base: Describe the difference between fire resistance and flame spread and the testing procedures used to establish ratings for each.
3. Psychology: Discuss the issues that deal with the psychological effects of fire dynamics.
4. Research Methods: Apply scientific methods of inquiry to arrive at reasoned decisions regarding fire science.
5. Technology: Discuss the use of computer technology to inform and enhance firefighting strategy and tactics.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
CJ246	Human Relations in a Diverse Society	5
FS100	Introduction to Fire and Emergency Services	5
FS101	Fire Behavior and Combustion	5
FS102	Building Construction for Fire Protection	5
FS103	Fire Protection Hydraulics and Water Supply	5
FS104	Fire Protection Systems	5
FS105	Fire Prevention Practices	5
FS201	Strategy and Tactics	5
FS202	Principles of Emergency Services	5
FS204	Occupational Safety and Health for Emergency Services	5
FS208	Legal Aspects of Emergency Services	5
FS299	Associate's Capstone in Fire Science	5
Total Major Requirements		60
Open Elective Requirements		
Open Electives		15
Total Open Elective Requirements		15
TOTAL CREDITS		90

Associate of Applied Science in Human Services

(Currently Not Accepting Enrollments)

Description and Outcomes

The Associate of Applied Science in Human Services program draws from multiple disciplines, such as health services, psychology, sociology, law, and criminal justice, to help prepare you to meet the complex challenges of the twenty-first century in the growing field of human services.

The program is designed to help you gain the introductory skills, knowledge, and attitudes to assess the situations of the most vulnerable in our society in order to provide services that respond to the needs of clients. Blending theory and practice, the curriculum teaches you how to critically evaluate your social world as you explore the public and private policies that drive the day-to-day operations of human service agencies in this country, and how you can best intervene on behalf of the clients you will serve. The program is designed to provide a solid foundation in human services principles that can be applied in areas such as mental health, social services, education, rehabilitation, and group and community work, and workplaces including nursing homes, hospitals, and clinics.

This program adheres to the curriculum standards of the Council of Standards in Human Service Education; however, it is not accredited by this agency. Refer to the Certification, State Board, and National Board Exams (p. 192) section for important program disclosure information.

Program Length

The Associate of Applied Science in Human Services program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge and Skill Base: Demonstrate foundational knowledge of the theoretical bases, best practices, and historical and current trends related to the human services profession.
2. Planning and Evaluation Skills: Demonstrate an understanding of the application of theory and skills to identify, plan, implement, and evaluate interventions involving client needs and delivery systems in the human services profession.
3. Values and Ethics: Use the professional, ethical, and legal values, standards, and practices of the human services profession.
4. Information and Systems Management: Use information and skills appropriate to the management and support of human services delivery.
5. Diversity and Global Awareness: Demonstrate an understanding of the importance of culture, gender, diversity, and global perspectives in the delivery of human services.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Associate of Applied Science in Human Services program is a member of the Council for Standards in Human Service Education (CSHSE); however, it is not accredited by this agency.

The program is designed to prepare you academically to pursue a variety of careers in the field or in related fields and to pursue advanced education. The coursework in this program fulfills the requirements to sit for the exam to become a Human Services—Board Certified Practitioner (HS-BCP™). Please note that you must meet post-degree experience requirements in order to earn the HS-BCP credential.

The Center for Credentialing & Education can be contacted at:

3 Terrace Way
Greensboro, NC 27403-3660
Tel: 336.482.2856

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	

Total Core Requirements	15	
Major Requirements		
CM206	Interpersonal Communications	5
HN115	Human Services Program and Profession	5
HN144	Human Behavior and the Environment	5
HN200	Survey of Social Problems	5
HN205	Applied Skills for Human Services	5
HN220	Prevention and Crisis Intervention	5
PS124	Introduction to Psychology	5
HN299	Associate's Capstone for Human Services	5
Total Major Requirements	40	
Open Elective Requirements		
Open Electives	35	
Total Open Elective Requirements	35	
TOTAL CREDITS	90	

Associate of Applied Science in Legal Support and Services

Description and Outcomes

The Associate of Applied Science in Legal Support and Services program is designed to offer a broad-based foundation in the knowledge of the law and other related practical study areas, in conjunction with the practical and technical skills and competencies required of various professions in the legal field. Comprehensive study in areas such as legal research and writing, civil litigation, legal ethics, torts, and various legal disciplines help prepare you for diverse career opportunities.

If you are interested in pursuing occupational advancement or seeking employment in legal environments, including private law firms, corporations, and government agencies, consider this program. Duties may include providing support during legal proceedings, investigation, preparing various documents, managing technology, and researching legal issues.

Program Length

The Associate of Applied Science in Legal Support and Services program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Theory and Principles: Define the basic elements of specific areas of law
2. Research: Find relevant primary and secondary legal sources to apply to specific fact scenarios.
3. Investigation: Describe the exploratory techniques used in the legal profession.
4. Communications: Draft communications using practical concepts from specific areas of law.
5. Critical Thinking: Assess the legal practices of various societal institutions.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM206	Interpersonal Communications	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Social Science (select one of the following):		5
SS211	The 1960s - Reshaping the American Dream	
SS236	People, Power, and Politics - An Introduction to American Government	
SS250	The Technological Revolution - A Social Scientific Approach	
Total Core Requirements		25
Major Requirements		
LS100	Introduction to the Law and Legal Profession ¹	5
or CS121	Pathways to Academic Success	
LS185	Introduction to American Jurisprudence	5
LS204	Legal Research and Writing	5
PA110	Civil Litigation	5
PA165	Introduction to Torts	5
PA230	Introduction to Legal Technology ¹	5
or IT133	Microsoft Office Applications on Demand	
PA250	Family Law	5
PA253	Legal Ethics	5
PA260	Criminal Law	5

LS298	Associate of Applied Science in Legal Support and Services Capstone	5
Total Major Requirements		50
Open Elective Requirements		
Open Electives		15
Total Open Elective Requirements		15
TOTAL CREDITS		90

¹ Online students will take LS100 Introduction to the Law and Legal Profession and PA230 Introduction to Legal Technology.

Associate of Applied Science in Paralegal Studies

(Currently Not Accepting Enrollments)

Description and Outcomes

The Associate of Applied Science in Paralegal Studies program is designed to offer a level of training that provides you with knowledge of the law and paralegal studies, in conjunction with the practical and technical skills and competencies required of the profession. Comprehensive study in areas such as legal research and writing, litigation, contracts, legal ethics, torts, and various legal disciplines help prepare you for diverse career opportunities.

If you are interested in pursuing occupational advancement or seeking employment in legal environments, including private law firms, corporations, and government agencies, consider this program. A paralegal's duties may include providing support during courtroom proceedings, interviewing and investigation, preparing documents, managing technology, and researching legal issues.

Program Length

The Associate of Applied Science in Paralegal Studies program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Assist Clients: Analyze data to ethically assist clients throughout the legal process.
2. Perform Legal Research: Locate and analyze relevant primary and secondary legal sources in electronic and print media.
3. Perform Investigative Functions: Use investigative techniques to gather information from a variety of sources.
4. Perform Communications Functions: Communicate with participants throughout the legal process.
5. Implement Legal Procedures: Manage electronic and print information.
6. Assist in Litigation Preparation: Draft and organize information for trial purposes.
7. Prepare Legal Documents for Clients.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 50) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits	
Core Requirements			
CM107	College Composition I	5	
CM220	College Composition II	5	
Mathematics (select one of the following):		5	
MM150	Survey of Mathematics		
MM212	College Algebra		
Total Core Requirements		15	
Major Requirements			
LS100	Introduction to the Law and Legal Profession ¹	5	
	or CS121	Pathways to Academic Success	
PA106	Legal Terminology and Transcription	5	
PA110	Civil Litigation	5	
PA201	Introduction to Legal Research	5	
PA205	Introduction to Legal Analysis and Writing	5	
PA230	Introduction to Legal Technology ¹	5	
	or IT133	Microsoft Office Applications on Demand	
PA253	Legal Ethics	5	
PA299	Associate's Capstone - Project	5	
Total Major Requirements		40	
Open Elective Requirements			

Open Electives	35
Total Open Elective Requirements	35
<hr/>	
TOTAL CREDITS	90

¹ Online students will take LS100 Introduction to the Law and Legal Profession and PA230 Introduction to Legal Technology.

Associate of Applied Science in Public Safety and Security

Description and Outcomes

The Associate of Applied Science in Public Safety and Security is created around a variety of public service disciplines including emergency management, law enforcement, corporate security, loss prevention, private investigations, and security. This program is designed to provide you with the foundational skills, knowledge, and communication abilities needed in today's fast-paced world of public safety at the private and governmental levels.

If you seek a practice-based program, the Associate of Applied Science in Public Safety and Security is designed to enhance your qualifications to help you pursue more challenging responsibilities in criminal justice agencies and corporations. Upon graduation, you may seek employment opportunities in various criminal justice environments such as law enforcement, courts, adult and juvenile corrections, corporate security, public safety, loss prevention, private protective services or investigations, or community-based programs and services. It should be noted that some positions may require additional academy training and experience.

Concentration

If you have prior experience in the public safety and security field, you may be eligible to enroll in the practitioner concentration, a flexible option that recognizes your past experience and learning. Refer to the Admissions Requirements (p. 198) for specific eligibility requirements.

Program Length

The Associate of Applied Science in Public Safety and Security program consists of a minimum of 90 quarter credit hours. Upon successful completion of the program, you will be awarded an associate of applied science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Public Safety: Apply principles in homeland security and emergency management to make effective decisions in diverse and dynamic situations.
2. Private Security: Examine the role of private security in the criminal justice system.
3. Corporate Security: Apply security concepts to various types of corporate environments.
4. Investigation: Demonstrate an understanding of how to investigate criminal activities associated with security incidents.
5. Law: Apply principles of corporate law to criminal justice practice, and understand the civil liabilities of criminal justice agencies and practitioners.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

To enroll in the practitioner concentration, you must meet one of the following criteria:

1. You are a current military servicemember or veteran
2. You are a certified law enforcement officer
3. You have qualified for this option through an articulation or partnership
4. You have received permission from the Dean

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
Mathematics (select one of the following):		5
MM150	Survey of Mathematics	
MM212	College Algebra	
Total Core Requirements		15
Major Requirements		
CJ101	Introduction to the Criminal Justice System	5
CJ103	Introduction to Corporate Security	5
CJ210	Criminal Investigation	5

CJ216	Computers, Technology, and Criminal Justice Information Systems	5
FS120	Introduction to Emergency Management	5
CJ297	Associate's Capstone in Public Safety and Security	5
100/200 Level	Concentration Courses (see below)	20
Total Major Requirements		50
Open Elective Requirements		
Open Electives		25
Total Open Elective Requirements		25
TOTAL CREDITS		90

Concentration Requirements

Concentration courses are completed within the major electives requirement of the degree plan.

No Concentration

Code	Title	Credits
CJ100	Preparing for a Career in Public Safety	5
CJ180	Private Security	5
CJ212	Crime Prevention	5
FS225	Emergency Management Response	5

Practitioner

Code	Title	Credits
100/200 Level	Major Electives	20

Applied Behavior Analysis Postbaccalaureate Certificate

Description and Outcomes

If you are interested in expanding your knowledge of applied behavior analysis in order to meet the coursework requirements for eligibility to take the Board Certified Assistant Behavior Analyst[®] Examination, consider the Applied Behavior Analysis Postbaccalaureate Certificate program.

Please refer to the website of the Behavior Analyst Certification Board (<http://www.bacb.com>)[®], Inc. for full eligibility requirements as well as the Certification, State Board, and National Board Exams (p. 200) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Applied Behavior Analysis Postbaccalaureate Certificate program consists of a minimum of 30 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. **Disciplinary Knowledge and Skills:** Draw upon foundational principles in the field of applied behavior analysis, which includes historical, ethical, and cultural considerations, to design behavior intervention plans.
2. **Research and Analysis:** Utilize basic methodology in applied behavior analysis, which includes research design, data analysis, ethical and cultural considerations, and the interpretation and evaluation of findings, to determine effective client services.
3. **Critical Thinking Skills and Problem Solving:** Use analytical thinking, skeptical inquiry, and the scientific approach to identify the variables that influence behavior in order to design function-based behavior intervention plans.
4. **Disciplinary Knowledge and Skills:** Apply conceptual knowledge of principles of applied behavior analysis to case examples and scenarios that reflect everyday problems within individuals, families, and organizations with regard to functional assessments, behavior intervention plans, and the evaluation of effectiveness of treatment.
5. **Professionalism and Ethics:** Demonstrate competent and ethical practice in the field of applied behavior analysis through the conduct of functional behavior assessments that inform function-based behavior intervention plans that address socially significant behaviors.
6. **Communication:** Explain treatment approaches in terms that clients, their families, and organizations can understand to gain informed consent.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you enroll in the Applied Behavior Analysis Postbaccalaureate Certificate program, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Behavior Analyst Certification Board[®], Inc. (BACB[®]) has verified the Purdue Global course sequence as meeting the coursework requirements for eligibility to take the Board Certified Assistant Behavior Analyst[®] Examination.

Applicants will have to meet additional requirements to qualify.

The Behavior Analyst Certification Board can be contacted at:

Behavior Analyst Certification Board
8051 Shaffer Parkway
Littleton, CO 80127
Tel: 720.438.4321

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Applied Behavior Analysis Postbaccalaureate Certificate program do not guarantee or prepare you for state licensure in any state upon graduation.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
PS340	Exceptional Needs Children	6
PS360	Applied Behavior Analysis I	6
PS365	Applied Behavior Analysis II	6
PS410	Screening and Assessment	6
PS430	Program Design and Evaluation	6
Total Core Requirements		30
TOTAL CREDITS		30

Autism Spectrum Disorders (ASDs) Postbaccalaureate Certificate

Description and Outcomes

The Autism Spectrum Disorders (ASDs) Postbaccalaureate Certificate program is designed for practicing educators who work with children from birth to age 8 and are interested in developing additional competencies for working with young children with ASDs. The certificate program addresses proactive strategies for working with young children with autism, families, and other professionals. Curriculum in the Autism Spectrum Disorders Postbaccalaureate Certificate program is based on current research in the field of autism and coursework focuses on applied theory, ethics, and professionalism in both the general education and special education settings. Those who could benefit from the Autism Spectrum Disorders Postbaccalaureate Certificate program include special educators, school psychologists, speech language pathologists, physical therapists, occupational therapists, tutors, early intervention specialists, parent educators, social service professionals, early childhood teachers and development professionals, and inclusion teachers.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Autism Spectrum Disorders Postbaccalaureate Certificate program consists of a minimum of 24 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Explain the common characteristics associated with autism spectrum disorders in young children.
2. Design materials for effectively communicating with professionals, parents, and caregivers of young children with autism spectrum disorders.
3. Identify specific strategies to modify a classroom environment and structure to meet the needs of young children with autism spectrum disorders.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you enroll in the Autism Spectrum Disorders Postbaccalaureate Certificate program, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
CE340	Introduction to Autism Spectrum Disorders in Young Children	6
CE350	Language and Social Skill Development for Young Children With Autism	6
CE440	Teaching Young Children With Autism	6
CE450	Behavior Intervention and Strategies for Working With Young Children With Autism	6
Total Major Requirements		24
TOTAL CREDITS		24

Corrections Certificate

Description and Outcomes

The Corrections Certificate program is designed to prepare you to pursue entry-level and supervisory positions in today's complex corrections environment. The field of corrections provides a variety of job opportunities, and correctional officers perform a variety of law enforcement roles in supervising and maintaining security in correctional facilities. Corrections professionals also interact with probation and parole officials.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Corrections Certificate program consists of a minimum of 36 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. **Composition:** Demonstrate college-level writing, research, documentation, and critical thinking skills.
2. **Staff Roles:** Differentiate the roles and responsibilities of various employee classifications in correctional institutions and settings.
3. **Client Relations:** Develop appropriate professional responses to client behaviors given differences in personal, group, and cultural meanings among clients.
4. **Client Growth and Development:** Define the relationship between biopsychosocial development, current client problems, and appropriate custodial settings or community-based corrections alternatives.
5. **Law:** Select appropriate policies and practices to meet legal principles and standards applicable to client care and custody and the management of corrections programs and institutions.
6. **Client Custody and Care:** Define the purposes, objectives, and standards of care associated with various types of corrections programs and institutions.
7. **Ethics:** Select accepted ethical practices in corrections settings.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you do not possess an associate's or bachelor's degree within the criminal justice field from an accredited institution at the time of admission, you may be admitted to the program after providing proof that you have been employed in law enforcement, the military, or an associated area of criminal justice within the last 18 months prior to enrollment. If you do not possess a prior degree, admission is at the discretion of the Dean of the College of Social and Behavioral Sciences based on a review of work experience and other relevant criteria.

By the last day of the first term, you must supply the official transcripts required for your enrollment. Failure to comply with this deadline will result in withdrawal from your program and blocked reentry until an official transcript is provided or you change your program of study to one that does not require proof of graduation.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
CJ101	Introduction to the Criminal Justice System	5
CJ102	Criminology I	5
CJ130	Introduction to Corrections	5
CJ140	Introduction to Constitutional Law	5
CJ150	Juvenile Delinquency	5
CJ212	Crime Prevention	5
CJ340 or CJ345	Applied Criminal Justice Ethics Supervisory Practices in Criminal Justice	6
Total Major Requirements		36
TOTAL CREDITS		36

Crime Scene Technician Certificate

Description and Outcomes

The Crime Scene Technician Certificate program is designed to provide you with a foundational understanding of the analytical procedures used by crime scene technicians, as well as the documentation, collection, and preservation processes employed to handle evidence. Program coursework will cover evidentiary procedures in a criminal investigation, such as locating, collecting, and analyzing crime scene evidence, handling and processing physical evidence, identifying the boundaries of a crime scene, managing a crime scene, and searching the crime scene for specific types of evidence that can be used in a criminal prosecution.

Program Length

The Crime Scene Technician Certificate program consists of a minimum of 41 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Composition: Demonstrate college-level writing, research, documentation, and critical thinking skills.
2. Describe analytical procedures used by forensic scientists in the application of science to law.
3. Initiate procedures used in the documentation, collection, and preservation of physical evidence.
4. Ethically apply appropriate investigative methods used in forensic science.
5. Apply investigative theory and methodology with scientific theory and methodology in the resolution of criminal cases.
6. Process a crime scene.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you do not possess an associate's or bachelor's degree within the criminal justice field from an accredited institution at the time of admission, you may be admitted to the program after providing proof that you have been employed in law enforcement, the military, or an associated area of criminal justice within the last 18 months prior to enrollment. If you do not possess a prior degree, admission is at the discretion of the Dean of the College of Social and Behavioral Sciences based on a review of work experience and other relevant criteria.

By the last day of the first term, you must supply the official transcripts required for your enrollment. Failure to comply with this deadline will result in withdrawal from your program and blocked reentry until an official transcript is provided or you change your program of study to one that does not require proof of graduation.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Prerequisite Requirements		
CJ101	Introduction to the Criminal Justice System	
CJ102	Criminology I	
100/200 Level	Composition Course	
200 Level or above	Physical/Biological Science Course	
Mathematics (select one of the following):		
MM150	Survey of Mathematics	
MM212	College Algebra	
Major Requirements		
CJ210	Criminal Investigation	5
CJ328	Forensic Fingerprint Analysis	6
CJ345	Supervisory Practices in Criminal Justice	6
CJ355	Homeland Security	6
CJ370	Crime Scene Investigation II	6
CJ385	Forensic Chemistry and Trace Evidence Analysis	6
CJ444	Managing Criminal Justice Organizations	6
Total Major Requirements		41
TOTAL CREDITS		41

Human Services Certificate in Child and Family Services

Description and Outcomes

The Human Services Certificate in Child and Family Services is designed for individuals who want to secure a position or potential promotion in the field of human services. The curriculum will introduce you to child and family services and provide basic skills and general knowledge. Consider this program if you have a goal of making a difference in the lives of others.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Human Services Certificate in Child and Family Services program consists of a minimum of 43 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Examine developmental milestones of children and adolescents.
2. Recognize appropriate skills required of a human service professional.
3. Assess client needs to determine appropriate interventions and/or services.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

If you enroll in the Human Services Certificate in Child and Family Services, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of

education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
CM107	College Composition I	5
HN115	Human Services Program and Profession	5
HN205	Applied Skills for Human Services	5
HN220	Prevention and Crisis Intervention	5
SS144	Sociology	5
HN330	Case Management in Human Services	6
HN370	Child Welfare and Family	6
HN377	Studies in Child and Adolescent Development	6
Total Major Requirements		43
TOTAL CREDITS		43

Human Services Certificate in Elder Care Services

Description and Outcomes

The Human Services Certificate in Elder Care Services is designed for individuals who wish to enter the field of gerontology with a basic foundation centered on working with the older adult population. Earning this certificate can help you secure your first position or assist with a potential promotion in the field. The curriculum will introduce and enhance basic skills as well as focus on some of the specific knowledge required of a human services professional who has a goal of working in elder care services.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Human Services Certificate in Elder Care Services program consists of a minimum of 43 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Examine the impact aging has on society.
2. Evaluate psychological theories to aid in developing ethical interventions.
3. Assess client needs to determine appropriate interventions and/or services.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

If you enroll in the Human Services Certificate in Elder Care Services, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot

guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Major Requirements		
CM107	College Composition I	5
HN115	Human Services Program and Profession	5
HN205	Applied Skills for Human Services	5
HN220	Prevention and Crisis Intervention	5
SS144	Sociology	5
HN330	Case Management in Human Services	6
HN360	The Aging Population and Society	6
HN365	Psychology of Aging	6
Total Major Requirements		43
TOTAL CREDITS		43

Legal Secretary Certificate

Description and Outcomes

Legal secretary is a field of law that offers employment opportunities for highly trained and qualified graduates in a wide range of businesses and industries. The Legal Secretary Certificate program is designed to provide you with an introduction to legal secretarial skills and enhance your abilities on the job. Upon graduation, you may pursue employment as a legal secretary or a legal administrative assistant in a law firm, the judicial system, or the legal departments of organizations in the profit and nonprofit sectors. Coursework focuses on the role of the paralegal in the civil litigation process and helps you develop the skills necessary for effective legal writing, document processing, and use of software applications.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Legal Secretary Certificate program consists of a minimum of 31 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Communication: Demonstrate the ability to effectively communicate in the legal environment.
2. Ethical Decision Making: Demonstrate the ability to apply ethical decision making in the practice of paralegal.
3. Critical Thinking: Demonstrate the ability to apply critical thinking to resolve paralegal practice problems.
4. Theory and Practice: Demonstrate the ability to synthesize and analyze theoretical and practical concepts from a variety of areas of legal specializations.
5. Basic Skills: Demonstrate the ability to apply and employ basic office secretarial skills to produce legal forms and documents.
6. Legal Communication: Demonstrate the ability to produce written legal correspondence and documentation.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 139) and the Policy Information (p. 6) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students

in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Major Requirements		
CM107	College Composition I	5
CM220	College Composition II	5
LS100	Introduction to the Law and Legal Profession	5
PA106	Legal Terminology and Transcription	5
PA230	Introduction to Legal Technology	5
PA305	Law Office Management	6
Total Major Requirements		31
TOTAL CREDITS		31

Management and Supervision Certificate in Criminal Justice

Description and Outcomes

If you are currently a professional in the criminal justice field, the Management and Supervision Certificate in Criminal Justice could help increase your knowledge of supervision and management. The certificate program offers courses designed to introduce you to the principles of human resource management and supervision in the field. You will study supervisory practices in criminal justice organizations, management theory and how to manage in a criminal justice organization, organizational behavior, employment law, and human resource development.

Program Length

The Management and Supervision Certificate in Criminal Justice program consists of a minimum of 36 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Supervision: Analyze the role of supervisors and managers in criminal justice.
2. Human Resource Management: Apply theoretical knowledge to human resource challenges in criminal justice organizations.
3. Applied Ethics: Problem solve ethically as a supervisor or manager in criminal justice environments.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you do not possess an associate's or bachelor's degree within the criminal justice field from an accredited institution at the time of admission, you may be admitted to the program after providing proof that you have been employed in law enforcement, the military, or an associated area of criminal justice within the last 18 months prior to enrollment. If you do not possess a prior degree, admissions is at the discretion of the Dean of the College of Social and Behavioral Sciences based on a review of work experience and other relevant criteria.

By the last day of the first term, you must supply the official transcripts required for your enrollment. Failure to comply with this deadline will result in withdrawal from your program and blocked reentry until an official transcript is provided or you change your program of study to one that does not require proof of graduation.

Progression Requirements

If you enroll in the Management and Supervision Certificate in Criminal Justice, the course-level prerequisites for HR420 Employment Law and MT302 Organizational Behavior will be waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Prerequisite Requirements		
CM220	College Composition II	
CJ101	Introduction to the Criminal Justice System	
CJ102	Criminology I	
Major Requirements		
CJ307	Crisis Management in Terrorist Attacks and Disasters	6
CJ340	Applied Criminal Justice Ethics	6
CJ345	Supervisory Practices in Criminal Justice	6
CJ355	Homeland Security	6
CJ444	Managing Criminal Justice Organizations	6
HR420	Employment Law	6
or MT302	Organizational Behavior	
Total Major Requirements		36
TOTAL CREDITS		36

Pathway to Paralegal Postbaccalaureate Certificate

Description and Outcomes

If you already possess a bachelor's degree from an accredited institution and want to enter the paralegal profession, consider the Pathway to Paralegal Postbaccalaureate Certificate program. This certificate program is designed to increase your knowledge of the paralegal profession and provide you with the foundational coursework to prepare to become a paralegal. Courses teach you how to communicate effectively in a legal environment, conduct legal research, and evaluate legal sources. In addition, you will apply learned concepts to relevant legal arguments and examine ethics in legal environments.

Program Length

The Pathway to Paralegal Postbaccalaureate Certificate program consists of a minimum of 36 or 37 quarter credit hours, depending on your choice of elective. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Communications: Communicate effectively in legal environments.
2. Ethics: Apply ethical decision making to paralegal practice.
3. Critical Thinking: Apply critical thinking to paralegal practice situations.
4. Practice: Analyze theoretical and practical concepts in areas of legal specialization.
5. Legal Research: Conduct legal research.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

By the end of the first term, you must furnish an official transcript indicating receipt of a bachelor's degree from an accredited institution. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid

(<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Major Requirements		
LS100	Introduction to the Law and Legal Profession	5
LS204	Legal Research and Writing ¹	5
PA110	Civil Litigation	5
PA201	Introduction to Legal Research	5
PA253	Legal Ethics	5
PA305	Law Office Management	6
Select one of the following:		5 or 6
PA221	Wills, Trusts, and Estate Planning	
PA250	Family Law	
PA260	Criminal Law	
PA261	Bankruptcy and Debtor-Creditor Law	
PA300	Real Estate Law	
Total Major Requirements		36-37
TOTAL CREDITS		36-37

¹ The prerequisite CM220 College Composition II is waived for Pathway to Paralegal Postbaccalaureate Certificate Students.

The Pathway to Paralegal Postbaccalaureate Certificate program consists of a minimum of 36 or 37 quarter credit hours, depending on the student's choice of elective. Total program costs may vary.

Private Security Certificate

Description and Outcomes

If you are currently a professional in the criminal justice field, the Private Security Certificate program could help increase your knowledge of private security. The program offers 10 courses designed to introduce you to the field of private and corporate security, examine the range of security responsibilities, and teach you how to provide asset protection to a myriad of clients.

The Private Security Certificate program is not only designed to help you pursue employment in private or corporate security, but could also prepare you for professional membership in the American Society of Industrial Security (ASIS) and the Certified Protection Professional (CPP) certification exam. Refer to the Certification, State Board, and National Board Exams (p. 210) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to Purdue Global degree programs.

Program Length

The Private Security Certificate program consists of a minimum of 53 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Demonstrate an understanding of the role of private and corporate security in the criminal justice system.
2. Demonstrate the ability to apply security concepts to various types of private and business environments.
3. Demonstrate an understanding of how to investigate major crimes associated with security incidents.
4. Demonstrate an understanding of white-collar crime and other examples of fraud and why it is an important field of study in private security.
5. Demonstrate an understanding of what is needed to constitute a reliable security culture in the private or corporate sector.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you do not possess an associate's or bachelor's degree within the criminal justice field from an accredited institution at the time of admission, you may be admitted to the program after providing proof that you have been employed in law enforcement, the military, or an associated area of criminal justice within the last 18 months prior to enrollment. If you do not possess a prior degree, admission is at the discretion of the Dean of the College of Social and Behavioral Sciences based on a review of work experience and other relevant criteria.

By the last day of the first term, you must supply the official transcripts required for your enrollment. Failure to comply with this deadline will result in withdrawal from your program and blocked reentry until an official transcript is provided or you change your program of study to one that does not require proof of graduation.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

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Upon completion of the certificate program, you may be eligible to take the Certified Protection Professional (CPP) certification exam.

Degree Plan

Program Requirements

Code	Title	Credits
Major Requirements		
CJ101	Introduction to the Criminal Justice System	5
CJ130	Introduction to Corrections	5
CJ140	Introduction to Constitutional Law	5
CJ210	Criminal Investigation	5
CJ211	Police Operations	5
CJ212	Crime Prevention	5
CJ227	Criminal Procedure	5
CJ345	Supervisory Practices in Criminal Justice	6
CJ444	Managing Criminal Justice Organizations	6
PA310	Tort Law ¹	6
Total Major Requirements		53
TOTAL CREDITS		53

¹ Students are exempt from the prerequisite requirement for PA310 Tort Law.

Course Descriptions

A

- Accounting (AC) (p. 211)
- Arts and Sciences (AS) (p. 213)
- Associate's Business (AB) (p. 213)

C

- Childhood Education (CE) (p. 217)
- Communication and Composition (CM) (p. 220)
- Criminal Justice (CJ) (p. 222)

D

- Dental Assisting (DA) (p. 227)

E

- Environmental Policy and Management (EM) (p. 228)
- Exercise and Fitness (EF) (p. 229)
- Experiential Learning (EL) (p. 229)

F

- Finance (FI) (p. 229)
- Fire Science (FS) (p. 229)

G

- General Business (BU) (p. 231)

H

- Health and Wellness (HW) (p. 233)
- Health Care Administration (HA) (p. 233)
- Health Information Technology (HI) (p. 234)
- Health Science (HS) (p. 235)
- Human Resources (HR) (p. 237)
- Human Services (HN) (p. 238)
- Humanities (HU) (p. 240)

I

- Information Systems and Technology (IT) (p. 241)

L

- Legal Studies (LS) (p. 253)
- Liberal Studies (LI) (p. 255)

M

- Management (MT) (p. 255)
- Mathematics (MM) (p. 261)
- Medical Assisting (MA) (p. 263)
- Medical Office Management (MO) (p. 264)

N

- Nursing (NU) (p. 264)

- Nutrition Science (NS) (p. 273)

P

- Paralegal Studies (PA) (p. 274)
- Professional Studies (CS) (p. 276)
- Professional Studies (PR) (p. 277)
- Psychology (PS) (p. 277)
- Public Administration and Policy (PP) (p. 280)
- Public Health (PU) (p. 280)

S

- Science (SC) (p. 280)
- Social Science (SS) (p. 282)

Accounting (AC)

AC113: Accounting for Nonaccounting Majors

This course emphasizes the use of accounting by managers in a business environment. Topics covered include accounting concepts, internal control, current assets, noncurrent assets, liabilities, and equity. The course is specifically designed for nonaccounting majors, and emphasis is placed on accounting areas affecting business owners and managers.

Quarter Credit Hours: 5 | Prerequisite: None

AC114: Accounting I

This course reviews the complete accounting cycle and the creation and management of accounting information for business entities. Particular emphasis will be placed on the fundamental principles and skills of the accounting profession, including recording of transactions, financial presentation of accounting data, and the uses of accounting information.

Quarter Credit Hours: 5 | Prerequisite: None

AC114M1: Practicality of Accounting Information

Show the purpose and the usage of accounting information.

Quarter Credit Hours: 1 | Prerequisite: None

AC114M2: Preparing a Journal

Prepare journal entries using the accrual basis of accounting.

Quarter Credit Hours: 1 | Prerequisite: None

AC114M3: Accounting Cycle Preparation

Apply the steps of the accounting cycle.

Quarter Credit Hours: 1 | Prerequisite: None

AC114M4: Financial Statement Preparation

Prepare general purpose financial statements.

Quarter Credit Hours: 1 | Prerequisite: None

AC114M5: Merchandise Accounting

Illustrate accounting for inventories and merchandise transactions.

Quarter Credit Hours: 1 | Prerequisite: None

AC116: Accounting II

This course continues the study of accounting principles by further exploring the assets, liabilities, and stockholders' equity sections of a corporation's balance sheet. This course continues to lead you to accounting mastery using an integrated learning system. This course provides further understanding of what accounting is all about and accounting's evolving role in business.

Quarter Credit Hours: 5 | Prerequisite: AC114

AC116M1: Financial Statements - Valuation of Assets

Analyze the valuation and disclosure of assets in financial statements.

Quarter Credit Hours: 1 | Prerequisite: AC114

AC116M2: Financial Statements - Valuation of Liabilities

Analyze the valuation and disclosure of liabilities in financial statements.

Quarter Credit Hours: 1 | Prerequisite: AC114

AC116M3: Partnership - Owners' Equity Analysis

Examine the structure and content of the owners' equity section of a partnership balance sheet.

Quarter Credit Hours: 1 | Prerequisite: AC114

AC116M4: Corporation - Owners' Equity Analysis

Examine the structure and content of the owners' equity section of a corporate balance sheet.

Quarter Credit Hours: 1 | Prerequisite: AC114

AC116M5: Cash Analysis

Prepare a statement of cash flows.

Quarter Credit Hours: 1 | Prerequisite: AC114

AC122: Payroll Accounting

This course introduces federal laws affecting personnel and payroll records and covers in detail how to process a payroll. Topics covered include the calculation and recording of gross pay and overtime, federal income taxes, social security taxes, and federal and state unemployment taxes. Required federal tax and information returns and deposit rules are also covered.

Quarter Credit Hours: 5 | Prerequisite: AC113 or AC114

AC239: Managerial Accounting

This course emphasizes the way in which accounting information can be used to aid management in planning and controlling business activities. Topics covered include financial statement analysis, job order cost systems, cost-volume-profit analysis, budgeting, performance evaluation using standard costs, differential analysis, and product pricing.

Quarter Credit Hours: 5 | Prerequisite: AC116 and MM255

AC256: Federal Tax

This course introduces you to the procedures to interpret tax information on an individual federal tax basis. Basic concepts in federal income taxation are explored, including gross income, exclusions, adjusted gross income, deductions, exemptions, and credits. Introductory tax concepts, including cash and accrual methods, like-kind exchanges, and passive loss rules are covered.

Quarter Credit Hours: 5 | Prerequisite: AC116 and MM255

AC256M1: Calculate Individual Taxable Income Using Tax Formula

Calculate an individual's taxable income using the tax formula.

Quarter Credit Hours: 1 | Prerequisite: AC116 and MM255

AC256M2: Determine What Is Gross Income

Identify which items must be included or excluded from gross income.

Quarter Credit Hours: 1 | Prerequisite: AC116 and MM255

AC256M3: Calculate Individual Taxable Income Using Tax Table

Use tax tables to calculate an individual's income tax.

Quarter Credit Hours: 1 | Prerequisite: AC116 and MM255

AC256M4: Prepare Individual Tax Return

Prepare an Individual Tax Return.

Quarter Credit Hours: 1 | Prerequisite: AC116 and MM255

AC256M5: Advise on Income Tax Treatment and Planning

Recommend the appropriate income tax treatment for various scenarios.

Quarter Credit Hours: 1 | Prerequisite: AC116 and MM255

AC300: Intermediate Accounting I

This course examines the full accounting process and covers selected conceptual accounting issues, aspects of financial reporting, and structure and reporting requirements for the balance sheet, income statement, and statement of cash flows. In-depth analyses of current assets are also included.

Quarter Credit Hours: 6 | Prerequisite: AC116

AC301: Intermediate Accounting II

This course covers accounting theory and practices associated with the acquisition, cost allocation, and disposal of property, plant, and equipment; intangible assets; current liabilities, contingencies, long-term liabilities; and investments.

Quarter Credit Hours: 6 | Prerequisite: AC300

AC302: Intermediate Accounting III

This course covers the accounting theory and practices associated with corporate accounting issues involving pensions, leases, taxes, and income recognition. In addition, disclosure requirements and the statement of cash flows are examined. Also, in-depth analysis of accounting for accounting changes and errors is also included.

Quarter Credit Hours: 6 | Prerequisite: AC301

AC330: Managerial Accounting for Business Professionals

This course emphasizes how accounting information can be used to aid management in planning business activities, controlling operations, and making decisions that promote profitability and sustainability. Topics covered include financial statement analysis, budgeting, cost behavior, cost-volume-profit analysis, variance analysis, balanced scorecard, and relevant cost analysis in the decision-making process.

Quarter Credit Hours: 6 | Prerequisite: AC113 or AC114, and MM255

AC410: Auditing

This course examines the role of the auditor in a technological global business environment. You are exposed to the scope of auditing as a profession, the rules governing the professional ethics of the Certified Public Accountant (CPA), and the components of the auditing process, as well as the legal liabilities and responsibilities of an auditor.

Quarter Credit Hours: 6 | Prerequisite: AC301

AC420: Cost Accounting

This course is an introduction to the fundamentals of cost accounting. Topics include comparisons with financial accounting, basic cost accounting terminology and principles, cost classification, and manufacturing of inventories. You will analyze cost behavior and receive an introduction to various costing systems. The study of cost accounting for managerial purposes is also examined. Specific concepts include variance analysis, cost allocation, and cost-volume-profit analysis.

Inventory costing methods, budgeting, and strategies are also explored.

Quarter Credit Hours: 6 | Prerequisite: AC239

AC420M1: Design of Cost Management Systems

Determine factors that influence the design of a cost management system.

Quarter Credit Hours: 1 | Prerequisite: AC239

AC420M2: Allocation of Overhead Costs

Determine how overhead costs are allocated to products and services.

Quarter Credit Hours: 1 | Prerequisite: AC239

AC420M3: Costing in Job Order and Process Order Systems

Illustrate job order costing and process costing systems.

Quarter Credit Hours: 1 | Prerequisite: AC239

AC420M4: Allocation of Joint Costs

Explain the allocation of joint costs to products in a joint process.

Quarter Credit Hours: 1 | Prerequisite: AC239

AC420M5: Standard Costing and Variance Analysis

Develop standard cost steps to perform variance analysis.

Quarter Credit Hours: 1 | Prerequisite: AC239

AC420M6: Budgeting and Cost-Volume-Profit Analysis

Apply costing concepts to budgetary planning and Cost-Volume-Profit analysis.

Quarter Credit Hours: 1 | Prerequisite: AC239

AC430: Advanced Tax - Corporate

This course presents an overview of federal income tax requirements, procedures, and tax planning for business entities, with an emphasis on C and S Corporations.

Quarter Credit Hours: 6 | Prerequisite: AC256

AC450: Advanced Accounting

This course covers the accounting theory and practices associated with intercorporate investments, foreign currency issues, consolidated financial statements for business combinations, and governmental and nonprofit accounting.

Quarter Credit Hours: 6 | Prerequisite: AC302

AC465: Advanced Forensic Accounting

This course provides a survey of advanced forensic accounting topics. A critical component of this course includes an examination of the legal aspects of the profession. In addition to covering accounting fraud investigation and prevention techniques, you will learn how to collect evidence, provide legal support, and testify in court.

Quarter Credit Hours: 6 | Prerequisite: AC410

AC490: Bachelor's Internship in Accounting

This course will provide you with practical work experience in a real-world environment. You will arrange an onsite internship working as a professional for a cooperating employer or a virtual internship with a participating organization. Both the onsite internship and virtual internship environments will provide practical, real-world experiences and mentoring from experienced accounting professionals. This experience will help you develop professional competencies that are desirable in the career marketplace. Internships must be preapproved by the Dean prior to the start of the term.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

AC499: Bachelor's Capstone in Accounting

This capstone course builds on the concepts of all the courses taken within the Bachelor of Science in Accounting and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Arts and Sciences (AS)

AS295: College of Social and Behavioral Sciences Associate's Internship

This course will provide students in the College of Social and Behavioral Sciences' associate of applied science programs with practical experience in a professional field. It provides an opportunity to combine academic theory with new, career-related experience. At least 10 hours per week must be devoted to tasks that apply theory and academic content in a professional setting for a minimum of 100 out-of-class hours. Tasks must be delineated in the Learning Contract, which demonstrates an application of academic theory in the workplace.

Quarter Credit Hours: 5 | Prerequisite: Application approval and permission from the Department Chair

AS495: College of Social and Behavioral Sciences Bachelor's Internship

This course will provide students in the College of Social and Behavioral Sciences' bachelor of science programs with practical experience in a professional field. It provides an opportunity to combine academic theory with new, career-related experience. At least 15 hours per week must be devoted to tasks that apply theory and academic content in a professional setting for a minimum of 150 out-of-class hours. Tasks must be delineated in the Learning Contract, which demonstrates an advanced application of academic theory in the workplace.

Quarter Credit Hours: 6 | Prerequisite: Application approval and permission from the Department Chair

Associate's Business (AB)

AB102: Principles of Retailing

This course provides an overview of the retail industry and explores significant developments in the retailing field such as consolidation, multichannel offerings, centralization, and globalization. Students will examine the key retail decision variables (location, merchandise management, pricing, communications, store design, customer service, and store management), and explore the principles and practices of successful retail management through contemporary examples. Students will also observe a variety of management theories applied in a retail context.

Quarter Credit Hours: 5 | Prerequisite: CM107

AB102M1: Introduction to Retailing

Describe retailing in the 21st century.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB102M2: Retail Business Environment

Discuss the business environment and its impact on retailing.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB102M3: Retail Business Structure

Identify various organizational retail structures.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB102M4: Retail in Practice

Discuss retail management practices and strategies.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB102M5: Law and Ethics in Retail

Identify ethical and legal issues in retailing.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB104: Personal Financial Management

This course examines and applies financial decision-making techniques to everyday life. You will be exposed to the importance of good financial planning. It will emphasize the importance of setting goals, creating financial statements, preparing budgets, and planning for college, retirement, and your estate planning. The course will also introduce you to careers that are available within the financial services industry.

Quarter Credit Hours: 5 | Prerequisite: None

AB113: Accounting for Nonaccounting Majors

This course emphasizes the use of accounting by managers in a business environment. Topics covered include accounting concepts, internal control, current assets, noncurrent assets, liabilities, and equity. The course is specifically designed for nonaccounting majors, and emphasis is placed on accounting areas affecting business owners and managers.

Quarter Credit Hours: 5 | Prerequisite: None

AB113M1: Accounting in Business

Explain the role of accounting systems in business.

Quarter Credit Hours: 1 | Prerequisite: None

AB113M2: Purpose of Financial Statements

Analyze the components of the general purpose financial statements.

Quarter Credit Hours: 1 | Prerequisite: None

AB113M3: Importance of Internal Controls

Discuss the impact of the Sarbanes-Oxley Act on internal controls.

Quarter Credit Hours: 1 | Prerequisite: None

AB113M4: Asset Management

Relate company performance to asset management.

Quarter Credit Hours: 1 | Prerequisite: None

AB113M5: Liabilities and Equity

Explain financial statement reporting of liabilities and stockholder's equity.

Quarter Credit Hours: 1 | Prerequisite: None

AB114: Accounting I

This course reviews the complete accounting cycle and the creation and management of accounting information for business entities. Particular emphasis will be placed on the fundamental principles and skills of the accounting profession, including recording of transactions, financial presentation of accounting data, and the uses of accounting information.

Quarter Credit Hours: 5 | Prerequisite: None

AB114M1: Practicality of Accounting Information

Show the purpose and the usage of accounting information.

Quarter Credit Hours: 1 | Prerequisite: None

AB114M2: Preparing a Journal

Prepare journal entries using the accrual basis of accounting.

Quarter Credit Hours: 1 | Prerequisite: None

AB114M3: Accounting Cycle Preparation

Apply the steps of the accounting cycle.

Quarter Credit Hours: 1 | Prerequisite: None

AB114M4: Financial Statement Preparation

Prepare general purpose financial statements.

Quarter Credit Hours: 1 | Prerequisite: None

AB114M5: Merchandise Accounting

Illustrate accounting for inventories and merchandise transactions.

Quarter Credit Hours: 1 | Prerequisite: None

AB116: Accounting II

This course continues the study of accounting principles by further exploring the assets, liabilities, and stockholders' equity sections of a corporation's balance sheet. This course continues to lead you to accounting mastery using an integrated learning system. This course provides further understanding of what accounting is all about and accounting's evolving role in business.

Quarter Credit Hours: 5 | Prerequisite: AB114

AB117: Global Hospitality

In this course, aspiring managers learn about the many global opportunities available in the hospitality industry. Highlights include examination of hospitality and tourism industry careers. Students gain a better understanding of the organization and structures of hotels and restaurants from a management perspective, including franchising and management contracts, business ethics, human resources, and marketing. Through analysis, students appreciate both the management and customer service viewpoints concerned with global hospitality venues.

Quarter Credit Hours: 5 | Prerequisite: None

AB122: Payroll Accounting

This course introduces federal laws affecting personnel and payroll records and covers in detail how to process a payroll. Topics covered include the calculation and recording of gross pay and overtime, federal income taxes, social security taxes, and federal and state unemployment taxes. Required federal tax and information returns and deposit rules are also covered.

Quarter Credit Hours: 5 | Prerequisite: AB113 or AB114

AB140: Introduction to Management

This course provides an introductory overview of management theory, management functions, organizational structure, daily management responsibilities, ethics, and current management tools and resources. Theoretical concepts will be illustrated with practical application to real-world management problems and scenarios. Implications for managing change within the context of a global economy and other dynamic environmental forces are also examined.

Quarter Credit Hours: 5 | Prerequisite: None

AB140M1: Solving Management Problems

Describe solutions to management problems.

Quarter Credit Hours: 1 | Prerequisite: None

AB140M2: Management Skills

Explain the four functions of management.

Quarter Credit Hours: 1 | Prerequisite: None

AB140M3: Change Management

Discuss the steps to manage change.

Quarter Credit Hours: 1 | Prerequisite: None

AB140M4: Global Management Skills

Identify the implications of competitiveness and collaboration in a global economy.

Quarter Credit Hours: 1 | Prerequisite: None

AB140M5: Ethics in Management

Discuss the purpose of corporate social responsibility and ethics.

Quarter Credit Hours: 1 | Prerequisite: None

AB202: Building Customer Sales and Loyalty

This course studies the use of the following promotional tools and their applications: advertising, sales promotions, events, and loyalty and frequency shopper programs. It looks at the application of these tools to increase customer market share. This course examines the effect that consumer behavior and customer management have on brand image and loyalty.

Quarter Credit Hours: 5 | Prerequisite: CM107

AB202M1: Brand Loyalty

Apply brand characteristics for a new product.

Quarter Credit Hours: 1 | Prerequisite: None

AB202M2: Advertising Management

Describe the five segment criteria for a B2B product.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB202M3: The Advertising Campaign

Prepare a creative brief for an advertising campaign.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB202M4: Enhancing Sales

Prepare a social media campaign to enhance sales.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB202M5: Promotional Tools for Customer Loyalty

Recommend promotional tools to encourage customer loyalty.

Quarter Credit Hours: 1 | Prerequisite: CM107

AB203: Human Resource Management

In this course, students will examine the processes involved in human resources from a managerial perspective. Students will examine the functions of human resource management, including job analysis, staffing, performance appraisal, training and development, compensation, labor relations, and legal requirements.

Quarter Credit Hours: 5 | Prerequisite: None

AB203M1: Employment Laws

Identify the laws of employment practices that managers follow.

Quarter Credit Hours: 1 | Prerequisite: None

AB203M2: Recruiting and Selecting Employees

Examine the recruitment and selection process.

Quarter Credit Hours: 1 | Prerequisite: None

AB203M3: Linking Compensation to Strategy

Explain how companies link compensation and evaluation to organizational objectives.

Quarter Credit Hours: 1 | Prerequisite: None

AB203M4: Performance Training

Describe training methods for improving employee performance.

Quarter Credit Hours: 1 | Prerequisite: None

AB203M5: Cultural Literacy

Apply cultural literacy in personal and professional environments.

Quarter Credit Hours: 1 | Prerequisite: None

AB204: Macroeconomics

Macroeconomics involves the theory, principles, and practices of economics that affect the national economy as a whole. Topics covered in this course include national income determination, economic growth, aggregate demand, aggregate supply, unemployment, inflation, the Federal Reserve system, monetary policy, fiscal policy, and global economies.

Quarter Credit Hours: 5 | Prerequisite: AB224

AB206: Hotel Management and Operations

A hotel management and departmental perspective on daily operations addressing the optimal guest experience is emphasized in this introductory course. The interactions between functional areas of the hotel are examined to assist management in realizing the property's goals. Topics include problem solving and leadership skills, revenue management, technology, and team-building skills.

Quarter Credit Hours: 5 | Prerequisite: AB117 or permission from the Department Chair

AB207: Starting a Business

This course will introduce students to the world of entrepreneurship and their role in small business. There will be an emphasis on building a business which will include the elements of entrepreneurship, management, marketing, and finance. The Internet will be used as a resource and many real-life cases will be studied.

Quarter Credit Hours: 5 | Prerequisite: None

AB209: Small Business Management

In this course, students will enhance problem-solving skills and develop a practical understanding of small business management principles.

Quarter Credit Hours: 5 | Prerequisite: AB140

AB209M1: Legal Forms of Business

Describe the legal entity and stakeholder obligations of a small business.

Quarter Credit Hours: 1 | Prerequisite: AB140

AB209M2: Small Business Human Resources

Analyze the employment process for a small business.

Quarter Credit Hours: 1 | Prerequisite: AB140

AB209M3: Small Business Operational Practices

Examine small business operational processes.

Quarter Credit Hours: 1 | Prerequisite: AB140

AB209M4: Creating Competitive Advantage

Apply marketing principles to a small business.

Quarter Credit Hours: 1 | Prerequisite: AB140

AB209M5: Analyzing Financial Statements

Interpret financial statements for a small business.

Quarter Credit Hours: 1 | Prerequisite: AB140

AB213: Food and Beverage Management

This course provides a foundational understanding of food and beverage operations from a management perspective for potential industry professionals. Key topics include commercial and onsite food and beverage service management, regulatory compliance, and food production and service quality and standards.

Quarter Credit Hours: 5 | Prerequisite: None

AB217: Finance

This course covers basic financial concepts, principles, and techniques used in making corporate financial planning decisions. It provides students with the tools necessary for analyzing the time value of money, financial analysis and planning, the capital budgeting process and decisions, and long-term financing, and introduces international capital markets.

Quarter Credit Hours: 5 | Prerequisite: AB113 or AB114, and MM255

AB217M1: Overview - Financial Management

Explain how financial managers use financial calculators, Microsoft Excel, and financial statements to measure the financial performance of a business entity.

Quarter Credit Hours: 1 | Prerequisite: None

AB217M2: Financial Ratios

Analyze financial statement ratios used to measure the financial performance of a business entity.

Quarter Credit Hours: 1 | Prerequisite: None

AB217M3: Basic Time Value of Money Applications

Apply the Time Value of Money (TVM) concept to business decisions.

Quarter Credit Hours: 1 | Prerequisite: None

AB217M4: Time Value of Money

Use the Time Value of Money (TVM) concepts to assess amortization, annuities, and perpetuities.

Quarter Credit Hours: 1 | Prerequisite: None

AB217M5: Stocks and Bonds Valuation

Apply the costs of debt and equity to stock and bond valuation.

Quarter Credit Hours: 1 | Prerequisite: None

AB219: Marketing

This is an introductory course emphasizing key concepts and issues underlying the modern practice of marketing. The use of marketing by an organization and the effects of marketing on society will be examined. Course content includes an overview of the general nature and role of marketing in the global environment, the marketing concept, buyer behavior, target marketing, and the internal environment in which marketing operates. The marketing mix is studied through the four main decision areas of products and services, distribution, promotion, and pricing.

Quarter Credit Hours: 5 | Prerequisite: AB140; AB224 or AB220; and CM220

AB219M1: Marketing Strategy

Summarize the basic components of a marketing strategy.

Quarter Credit Hours: 1 | Prerequisite: None

AB219M2: Global Interconnectedness

Examine global interconnectedness as it applies to marketing.

Quarter Credit Hours: 1 | Prerequisite: None

AB219M3: Target Marketing

Discuss antecedents of target marketing in a case scenario.

Quarter Credit Hours: 1 | Prerequisite: None

AB219M4: Product and Channel Strategy

Apply product and place marketing mix elements to a product or service.

Quarter Credit Hours: 1 | Prerequisite: None

AB219M5: Price and Promotion Strategy

Apply promotion and price marketing mix elements to a product or service.

Quarter Credit Hours: 1 | Prerequisite: None

AB220: Global Business

This course gives students an overview of global business. Students receive an introduction to the differences in political, economic, legal, and cultural systems across different nations and the risks and opportunities these represent to a global and international business. This course serves as an introduction to the factors involved in making strategic and ethical decisions in a global business environment. Hypothetical case scenarios are used to illustrate the reality of doing business globally.

Quarter Credit Hours: 5 | Prerequisite: AB140

AB221: Customer Service

In this course, students will learn how companies can develop customer loyalty and address personalized customer needs. Students will apply concepts learned to real-world scenarios and learn how to recapture previous customers and acquire new ones through effective relationship-building strategies. Online communication tools and call center strategies will also be examined.

Quarter Credit Hours: 5 | Prerequisite: CM107

AB223: Convention Sales and Services

This course introduces future hospitality managers to convention and tradeshow management. This overview of the functions of operations, sales, and services allows students to apply industry best practices to solve real-world issues. Students receive an inside look at how the sales, marketing, and service effort is organized and how to manage the group meetings business in hotels and convention centers.

Quarter Credit Hours: 5 | Prerequisite: None

AB224: Microeconomics

Microeconomics is an introduction to economic principles that influence decisions of individual consumers and business managers. You will examine how the law of supply and demand is reflected in pricing and quantity decisions in a variety of market situations. Close attention will be paid to how a firm's cost structure affects decisions regarding how much to produce, given a price in a perfectly competitive market situation, compared to pricing and quantity decisions in other market structures. Consideration will be given to how individuals' concepts of cost versus benefit enter into their buying decisions. The impact of governmental attempts to modify market outcomes will be a special focus of the course.

Quarter Credit Hours: 5 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

AB230: Foundations of Conference and Event Planning

In this course, important elements of planning, organizing, and managing conferences and events are examined. Recommended planning steps involved in the execution and management of professional conferences and events are applied to real-world scenarios. Through analysis of marketing and management concepts, budgeting best practices, and operational considerations, the skill sets necessary to become an effective practitioner in this field are reviewed to provide an initial foundation for future hospitality professionals.

Quarter Credit Hours: 5 | Prerequisite: None

AB239: Managerial Accounting

This course emphasizes the way in which accounting information can be used to aid management in planning and controlling business activities.

Topics covered include financial statement analysis, job order cost systems, cost-volume-profit analysis, budgeting, performance evaluation using standard costs, differential analysis, and product pricing.

Quarter Credit Hours: 5 | Prerequisite: AB116 and MM255

AB256: Federal Tax

This course introduces you to the procedures to interpret tax information on an individual federal tax basis. Basic concepts in federal income taxation are explored, including gross income, exclusions, adjusted gross income, deductions, exemptions, and credits. Introductory tax concepts, including cash and accrual methods, like-kind exchanges, and passive loss rules are covered.

Quarter Credit Hours: 5 | Prerequisite: AB116 and MM255

AB256M1: Calculate Individual Taxable Income Using Tax Formula

Calculate an individual's taxable income using the tax formula.

Quarter Credit Hours: 1 | Prerequisite: AB116 and MM255

AB256M2: Determine What Is Gross Income

Identify which items must be included or excluded from gross income.

Quarter Credit Hours: 1 | Prerequisite: AB116 and MM255

AB256M3: Calculate Individual Taxable Income Using Tax Table

Use tax tables to calculate an individual's income tax.

Quarter Credit Hours: 1 | Prerequisite: AB116 and MM255

AB256M4: Prepare Individual Tax Return

Prepare an Individual Tax Return.

Quarter Credit Hours: 1 | Prerequisite: AB116 and MM255

AB256M5: Advise on Income Tax Treatment and Planning

Recommend the appropriate income tax treatment for various scenarios.

Quarter Credit Hours: 1 | Prerequisite: AB116 and MM255

AB270: Advanced Meeting Planning

In this course, you will learn the essential planning and organizing strategies needed for successful meeting, event, and conference creation. Resources, contingency planning, and problem solving will be emphasized. Ethical, environmental, and diversity concerns involved in designing, coordinating, and planning professional meetings, conferences, and events will also be addressed.

Quarter Credit Hours: 5 | Prerequisite: AB230

AB290: Associate's Internship in Management

This course will provide you with practical work experience in a real-world environment. You will arrange an onsite internship working as a professional for a cooperating employer or a virtual internship with a participating organization. Both the onsite internship and virtual internship environments will provide practical, real-world experiences and mentoring from experienced professionals. This experience will help you develop professional competencies that are desirable in the career marketplace. Internships must be preapproved by the Dean prior to the start of the term.

Quarter Credit Hours: 5 | Prerequisite: Must be taken in final term or have approval of the Dean

AB297: Associate's Capstone in Small Group Management

This capstone course builds on the concepts of all the courses taken within the Associate of Applied Science in Small Group Management and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 5 | Prerequisite: Capstone course must be taken in final term or have approval of the Dean

AB298: Associate's Capstone in Accounting

This capstone course builds on the concepts of all the courses taken within the Associate of Applied Science in Accounting and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 5 | Prerequisite: Capstone course must be taken in final term or have approval of the Dean

AB299: Associate's Capstone in Management

This capstone course builds on the concepts of all the courses taken within the Associate of Applied Science in Business Administration and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 5 | Prerequisite: Capstone course must be taken in final term or have approval of the Dean

Childhood Education (CE)

CE100: Preparing for a Career in Early Childhood Development

Early childhood professionals establish an environment for the early learning success of the children they serve. This course provides the opportunity for the early childhood student to prepare for success in the classroom environment. Topics addressed include roles, responsibilities, and various career opportunities within the field, professional standards, personal management tools, strategies, and university resources. Additionally, you will preview the portfolio assignment that will be developed in the final capstone course in the program.

Quarter Credit Hours: 5 | Prerequisite: None

CE101: Introduction to Early Childhood Education

This course will present an overview of the field of early childhood development. Students will learn the foundations necessary to provide safe, healthy, high-quality care for young children. An emphasis will be placed on governing standards and regulations, historical perspectives, and current trends. This course will also focus on what it means to be an early childhood professional and will assist students in developing effective professional practices in the field.

Quarter Credit Hours: 5 | Prerequisite: None

CE114: Early Childhood Development

This course surveys the physical, social, emotional, and cognitive development of children from birth through age 8. In order to provide developmentally appropriate care giving, nurturing, and instruction for the most important developmental years in life, topics will include: attachment issues, developmental milestones, and developmentally appropriate strategies. Using their understanding of how young children develop, students will discuss issues in early childhood care, safety and health concerns, guidance techniques, and behavioral expectations.

Quarter Credit Hours: 5 | Prerequisite: None

CE211: Math Methods

The course explores the theories and best practices required to teach numeracy and mathematics in early childhood education. The content and teaching strategies reinforce the concept that children construct knowledge through exploration and discovery. Students will be provided with opportunities to examine mathematical concepts using a problem solving approach and a variety of manipulative materials. Topics include number sense, logic, measurement problem solving, operations, and more. Students will be creating environments that foster mathematics learning in accordance with current educational standards and reform. (Onsite only)

Quarter Credit Hours: 5 | Prerequisite: MM150

CE215: Early Childhood Curriculum Planning

In this course, students will study teaching methods for educational settings that serve young children. Attention will be given to developmental domains, strategies for planning, organizing the learning environment, facilitating teacher-child interactions, guiding children's behavior, conducting lessons, assessing, care giving, supporting play, and addressing standards through integrated and emergent curriculum.

Quarter Credit Hours: 5 | Prerequisite: None

CE220: Child Safety, Nutrition, and Health

The course is designed to help students advance their knowledge of the factors that affect the health, nutrition, and safety of the young child. Students will be able to identify common childhood illnesses and their causes, discuss the nutritional needs of healthy young children with those of children who have allergies or chronic disease conditions, discuss healthy menus using current information, and explain the basics of adequate nutrition to children and caregivers. Students also will identify safe indoor and outdoor learning activities and suggest ways to create environments that maximize safety.

Quarter Credit Hours: 5 | Prerequisite: None

CE230: Creative Activities for Young Children

This course is designed to help early childhood care professionals provide creative, developmentally appropriate practices in a child care environment. Participants will examine materials and activities that will help foster children's social, emotional, cognitive, and physical development, with an emphasis on activities that encourage independence, exploration, risk-taking, and opportunities to think and act creatively.

Quarter Credit Hours: 5 | Prerequisite: None

CE240: Young Children With Special Needs

This course is designed to help future early childhood care professionals become effective caregivers and advocates for young children with special needs and their families by learning how to apply strategies to address learning differences. Students will explore some of the more common learning differences and disabilities currently encountered in the inclusive classroom. They will explain the value of early identification of special needs and the importance of intervening early, in accordance with relevant federal legislation. Students also will demonstrate how to communicate and collaborate with families in real-world situations for the benefit of the child with special needs.

Quarter Credit Hours: 5 | Prerequisite: CE101

CE250: Integrating Social Studies Curriculum in Inclusive Classrooms

This course examines the integration of social studies throughout the entire curriculum. The course emphasizes strategies used to teach relevant social studies topics to diverse learners. Students analyze how the classroom environment they create with children mirrors communities at large. Students will explore resources that promote antibias and acceptance in the inclusionary classroom. (Onsite only)

Quarter Credit Hours: 5 | Prerequisite: 100/200-level child development course

CE260: Early Childhood Science Methods

The course explores the theories and best practices required to teach science in early childhood education. The content and teaching strategies reinforce the concept that children construct knowledge through exploration and discovery. Students will be provided with opportunities to examine scientific ideas using a problem-solving approach and a variety of manipulative materials. Emphasis is on science as inquiry and creating environments that foster scientific learning in accordance with current educational standards and reform. (Onsite only)

Quarter Credit Hours: 5 | Prerequisite: CE215

CE298: Capstone in Early Childhood Education With Externship

This capstone course is the culminating experience for the Associate of Applied Science in Educational Paraprofessional for campus-based students. This course builds on the coursework completed throughout the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework. A portfolio will cap the learning experience and will include artifacts that demonstrate mastery of the program outcomes. Students will be required to complete a 120-hour externship experience in an early childhood classroom setting, where they not only participate in the operation of the classroom but are responsible for a portion of the curriculum. Students practice as able communicators and listeners with both the children in their care and the cooperating staff. (Onsite only)

Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

CE299: Associate's Capstone for Early Childhood Development

This capstone course is the culminating experience for the Associate of Applied Science in Early Childhood Development. This course builds on the coursework completed throughout the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework. A portfolio will cap the learning experience and will include artifacts that demonstrate mastery of the program outcomes.

Quarter Credit Hours: 5 | Prerequisite: Last term

CE300: Observation and Assessment in Early Childhood

This field-based course focuses on the various methods of assessment and observation, including standardized and authentic assessment strategies, as a way to assess children's growth and the development of knowledge and skills in early childhood education via project-based learning (PBL). You will apply assessment strategies through field experiences and case studies to identify developmental levels, interests, and abilities, and interpret the data collected. You are expected to explore authentic and meaningful assessment methods and develop an interdisciplinary project connecting curriculum, pedagogical content, and program outcomes. This course has a field component that requires 5 hours of observation of a target child from birth–age 3 or age 3–5 and participation in one of the following early childhood settings: child/day care or home center. The culminating project will be presented in the form of a public product at the end of the course.

Quarter Credit Hours: 6 | Prerequisite: None

CE301: Typical and Atypical Infant and Toddler Development

This course examines theories and processes of typical and atypical development from prebirth through age 3. The focus of this course concentrates on understanding the patterns of infant and toddler development and the factors that affect relationships and the ability to learn. Students will explore the impact of biological and environmental factors in the prenatal, perinatal, and postnatal periods. Students will apply knowledge of the five developmental domains in relation to assessment, curriculum development, and intervention and implementation. (Onsite only)

Quarter Credit Hours: 6 | Prerequisite: 100/200-level child development course

CE310: Children's Literacy

This course focuses on how children's literature experiences contribute to children's literacy skills. Students will be introduced to a balanced reading framework: shared, modeled, guided, and some independent reading and writing strategies. Reading fluency and comprehension strategies will be emphasized. How to apply assessment strategies, including running reading records, anecdotal records of reading progress, and pre-emergent and emergent literacy scales, will be introduced.

Quarter Credit Hours: 6 | Prerequisite: CE300

CE320: Language Development in the Young Child

This course focuses on language acquisition, development, and communication skills. Students will participate in and use Virtual Field Observations and readings to learn about theories of and influences on how young children acquire and develop language. Students will be presented with an overview of the stages of oral language development and will discuss current thinking with regard to bilingualism.

Quarter Credit Hours: 6 | Prerequisite: CE300

CE330: Teaching Across Content - Math, Science, and Sociology for Young Children

This course examines the teaching skills of inquiry and discovery-based learning in math and science for young children. Using current theories of development, students develop a working knowledge of methods and materials, scope and sequence of concepts through age 8, related curriculum standards, and assessment strategies. The mathematical concepts of numbers, geometry, problem solving, patterns, parts and wholes, measurement, and graphing will be examined. The processes of science will be explored. Students apply sociology concepts as they relate to children within the classroom and the community at large. Students will also learn how to incorporate goals, objectives, and processes into integrated curriculum.

Quarter Credit Hours: 6 | Prerequisite: CE300

CE340: Introduction to Autism Spectrum Disorders in Young Children

This course introduces students to autism spectrum disorders in young children. Topics include the historical and theoretical foundations of autism and current diagnostic criteria. Students will differentiate the characteristics of autism including comparing differences in brain structure as well as social, emotional, communication, behavioral, sensory-motor, and cognitive characteristics of children with autism spectrum disorders.

Quarter Credit Hours: 6 | Prerequisite: None

CE341: Using Accommodations and Assistive Technology for Children With Special Needs

This course will examine how technology and accommodations equalize access to education for children with special needs. Discussions regarding different forms of assistive technology and accommodations will include evaluation and appropriate implementation of the forms in the child's classroom environment. Students will explore how children with limitations in mobility, vision, hearing, cognition, perception, and communication successfully participate in an environment with the aid of technology and/or accommodations. (Onsite only)

Quarter Credit Hours: 6 | Prerequisite: 100/200-level child development course and 100/200-level special education course

CE350: Language and Social Skill Development for Young Children With Autism

This course addresses the study of language and communication issues and disorders in young children with autism. Students will discuss language assessment and intervention models and programs for children with autism.

Quarter Credit Hours: 6 | Prerequisite: CE340

CE360: Teaching Exceptional Students in Early Childhood Classrooms

This course is designed to help aspiring educators in preschool through third grade classrooms understand what is required to work with students with special needs who are placed in general education classrooms. In this course you will gain knowledge of the characteristics and needs of diverse learners. Strategies for adapting lesson plans and differentiating instruction to accommodate all exceptional learners will be presented, from the more traditional special education children with physical, emotional, and/or cognitive challenges to students identified as gifted and talented. You will explore special education laws and regulations as they apply to the general education classroom teacher. (Onsite only)

Quarter Credit Hours: 6 | Prerequisite: CE420

CE370: Funding Development and Financial Planning in Early Childhood Programs

This course will focus on early childhood funding development and financial planning to create high-quality, sustainable programs in various early childhood fields. Topics addressed include efficient accounting systems and funding streams in for-profit and not-for-profit organizations. Emphasis will be placed on creating fund development plans based on sound financial planning, which align with program vision, philosophy, mission, and goals.

Quarter Credit Hours: 6 | Prerequisite: None

CE371: Early Childhood Administration

This course will provide an overview of early childhood administration with emphasis on high-quality program development, evaluation, accountability, and continuous improvement. Research-based strategies will focus on developmentally appropriate practices for program quality and compliance. This course will prepare you for administrative roles within the field of early childhood working with diverse children and families in the community.

Quarter Credit Hours: 6 | Prerequisite: None

CE401: Current Issues and Trends in Early Childhood

This course will focus on current issues and trends in early childhood including current policy and legislation that affects the field. Topics addressed include foundations of education for all children, current research, applied theory, ethics, and professionalism. The emphasis will be to examine issues and trends in early childhood through multiple perspectives from a historical and contemporary viewpoint.

Quarter Credit Hours: 6 | Prerequisite: None

CE402: Early Childhood Family, Community, and Advocacy

This course will focus on the multiple needs of children from diverse backgrounds in the context of family, school and community. Emphasis will be placed on partnering with diverse families in reciprocal relationships building on families' strengths to meet the variety of needs of children. Research-based practices will focus on the professional role of advocacy in early childhood including the use of a wide variety of community resources to support children and families.

Quarter Credit Hours: 6 | Prerequisite: None

CE410: Teaching Art and Music in Early Childhood

This course will examine the foundations and theories of the creative arts with young children. Students will learn how to encourage imagination, flexible thinking, problem solving, and creative movement in order to formulate connections with the processes that children employ in their creative expression. Students will use course knowledge to plan developmentally appropriate creative activities for children.

Quarter Credit Hours: 6 | Prerequisite: CE300

CE420: Curriculum Development

This course compares the history, theories, research, and contemporary influences of curriculum development in early childhood education. Developmentally appropriate early childhood lesson plans and activities will be analyzed and developed.

Quarter Credit Hours: 6 | Prerequisite: CE300

CE430: Learning Through Play in the Inclusive Classroom

This course further examines the theories of Piaget, Vygotsky, Erikson, and others to demonstrate how children learn through play and the effect play has on all the developmental domains. Students will learn how to incorporate necessary skill development and assistive technology into play while addressing the individual needs of all children in the classroom.

Quarter Credit Hours: 6 | Prerequisite: CE300

CE440: Teaching Young Children With Autism

This course presents an overview of interventions for young children with autism spectrum disorders and the strategies needed for teaching. Emphasis is placed on evidence-based interventions, with a review of nonresearch-based interventions, in order for students to become critical consumers of the literature related to autism intervention. Students will learn pedagogical foundations for best practice in instructional programming and curriculum development for young children with autism spectrum disorders.

Quarter Credit Hours: 6 | Prerequisite: CE340 and CE350

CE450: Behavior Intervention and Strategies for Working With Young Children With Autism

This course builds on prior knowledge as students examine classroom management and applied behavior analysis strategies. Students will focus on implementation and evaluation of individual and group management programs for young children with autism spectrum disorders.

Quarter Credit Hours: 6 | Prerequisite: CE350 and CE440

CE460: Special Education Law

This course will focus on federal and state laws and regulations that impact how educators design and implement programs for children with special needs. The course emphasizes the process of collaborating with an interdisciplinary team in organizing and conducting individual education plan meetings; how to determine eligibility for special education services; and the procedural safeguards involved in all aspects of special education. Students will practice writing educational and behavior plans and linking these plans to daily instruction, record keeping, and evaluation. (Onsite only)

Quarter Credit Hours: 6 | Prerequisite: 100/200-level special education course and CE300

CE490: Bachelor's Capstone in Early Childhood Administration

The Bachelor's Capstone in Early Childhood Administration is the culminating course of your degree plan. This course builds on the concepts of all the courses you have taken within the program of study. The capstone course provides you with the opportunity to integrate and synthesize the knowledge and skills acquired throughout your coursework in a professional e-Portfolio that demonstrates your mastery of the stated outcomes of your degree program. In this course, you will reflect on the learning you have achieved in your courses. You will also develop resources that you can use in your career as an early childhood administrator.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission of the Dean

CE497: Student Teaching Part A

This course provides campus students with the opportunity to integrate and apply their learning in a comprehensive manner within an early childhood classroom setting. Students will complete a 170-hour, part-time student teaching experience (2.5 days per week) where they not only participate in the operation of the classroom but are responsible for a portion of the curriculum. Students practice as able communicators and listeners with both the children in their care and the cooperating staff. Students will reflect on the courses taken and develop an understanding of the National Association for the Education of Young Children (NAEYC) standards, developmentally appropriate practices based upon child development research, curriculum, and professionalism. This course will culminate with a comprehensive professional portfolio that integrates learning throughout the program. (Onsite only)

Quarter Credit Hours: 6 | Prerequisite: Last two terms, permission from the Department Chair, and successful completion of the Praxis I exam

CE498: Student Teaching Part B

This course provides campus students with the opportunity to integrate and apply their learning in a comprehensive manner within an early childhood classroom setting. Students will complete a full-time student teaching experience where they participate in the operation of the classroom. Students will fully transition into teaching all subjects in the curriculum. Students practice as able communicators and listeners with both the children in their care and the cooperating staff. Students will reflect on the courses taken and strengthen practical skills related to developmentally appropriate practices based upon child development research, curriculum, and professionalism. This course will culminate with a comprehensive professional portfolio. (Onsite only)

Quarter Credit Hours: 12 | Prerequisite: CE497 and permission from the Dean

CE499: Bachelor's Capstone in Early Childhood Development

This final course provides students with the opportunity to integrate and apply their learning in a comprehensive manner. Students will reflect on the courses taken and develop an understanding of the National Association for the Education of Young Children (NAEYC) standards, developmentally appropriate practices based upon child development research, curriculum, and professionalism. This course will culminate with a comprehensive professional portfolio that integrates learning throughout the program.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Communication and Composition (CM)

CM107: College Composition I

Building on your existing writing strengths will help develop a foundation for a successful education and career. You will learn strategies to express yourself with confidence and communicate your ideas effectively in personal, academic, and professional situations.

Quarter Credit Hours: 5 | Prerequisite: None

CM107M1: Understanding What You Read - A Pathway to Reading and Writing Success

Apply reading skills to determine the elements of effective writing.

Quarter Credit Hours: 1 | Prerequisite: None

CM107M2: Using Language Appropriate to Audience and Writing Situation

Use language appropriate to audience and situation in a personal document.

Quarter Credit Hours: 1 | Prerequisite: None

CM107M3: Writing an Effective Academic Essay

Apply strategies to write effective academic documents.

Quarter Credit Hours: 1 | Prerequisite: None

CM107M4: Locating, Integrating, and Citing Reliable and Relevant Sources

Demonstrate when, how, and why to support your writing with appropriate research.

Quarter Credit Hours: 1 | Prerequisite: None

CM107M5: Writing Effective Professional Documents

Apply strategies to write effective professional documents.

Quarter Credit Hours: 1 | Prerequisite: None

CM111: Communication Program and Profession

This course introduces students to the communication field and the Bachelor of Science in Communication degree program. The field of study, skill sets, and the process of communication will be discussed. You will research the communication degree and class offerings along with your professional and personal goals in order to map out your specific degree plan.

Quarter Credit Hours: 5 | Prerequisite: None

CM115: Communication - Concepts and Skills

Being able to communicate effectively in an information-based and globally connected society is a necessary and vital part of all professions. This course introduces basic communication skills, why intended messages often get misunderstood, how linguistic, cultural, gender, and social differences impact communication, and how to effectively and ethically use technology as a communication tool. Students will be introduced to the knowledge and skills necessary to understand communication and to effectively communicate in both professional and personal applications.

Quarter Credit Hours: 5 | Prerequisite: None

CM202: Mass Media and Broadcasting

This course examines the roles of creators, consumers, and advertisers in a variety of mass media industries, including print, radio, film, television, and the World Wide Web. Discussions focus on the effects of technological advancements, government and industry regulation, advertiser and consumer feedback, and economic factors on mass media in the professional world, as well as legal and ethical issues in mass communication and industry.

Quarter Credit Hours: 5 | Prerequisite: Any College Composition I course

CM206: Interpersonal Communications

This course introduces students to the principles of interpersonal communication and emphasizes how to be a more effective communicator in professional and personal situations. Emphasis is on interpersonal communication in varying contexts, focusing on professional communication as well as personal, social, and cultural dimensions. Topics include the communication process, the influence of perception on communication, verbal and nonverbal elements of interaction, listening, the communication of emotions, conflict management, and effective communication strategies.

Quarter Credit Hours: 5 | Prerequisite: Any College Composition I course

CM208: Communication Research Skills

This course introduces students to the research methods used in the communication field and provides an overview of both quantitative and qualitative processes and data analysis. The research process is explored from conception to completion and reporting the findings. Research challenges are discussed along with ethical considerations. There is an emphasis on how research can be applied to a wide variety of communication questions and problems.

Quarter Credit Hours: 5 | Prerequisite: CM115

CM214: Public Speaking for the Professional

This course provides students with essential skills and practical instruction for public speaking in a variety of professional situations. Students will learn how to create presentations that are organized, well researched, and credible. In addition to learning how to be effective oral communicators, students will explore how to address diverse audiences and analyze the impact of their communication for intended purpose and ethical considerations. In order to understand what constitutes effective speaking, students will critique speeches and then create and deliver their own presentations.

Quarter Credit Hours: 5 | Prerequisite: Any College Composition I course

CM220: College Composition II

This course helps students apply research and critical thinking skills to develop effective arguments. Students will create professional writings, incorporating post-draft revision strategies and working constructively with colleagues.

Quarter Credit Hours: 5 | Prerequisite: None

CM220M1: Defining Effective Communication in Different Contexts

Articulate what constitutes effective written communication in personal, professional, and academic contexts.

Quarter Credit Hours: 1 | Prerequisite: None

CM220M2: Constructing Logical Arguments

Construct logical arguments.

Quarter Credit Hours: 1 | Prerequisite: None

CM220M3: Using Research to Support Academic and Professional Assertions

Conduct research to support assertions made in academic and professional situations.

Quarter Credit Hours: 1 | Prerequisite: None

CM220M4: Articulating a Strong Written Argument

Synthesize research and data into a written argument.

Quarter Credit Hours: 1 | Prerequisite: None

CM220M5: Communicating Solutions With Digital Media

Develop strategies for effective problem solving using digital media.

Quarter Credit Hours: 1 | Prerequisite: None

CM240: Technical Communication

This course is an introduction to various writing formats and styles designed specifically to facilitate workplace communication. Students will study and practice audience analysis, and evaluate the components of successful business correspondence, technical reports, instructions, proposals, and presentations. Students create a portfolio of technical documents written for professional audiences, and demonstrate proficiency in technology and research, document design, and organization and writing style consistent with business and technical communication.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course | Corequisite: CM220

CM241: Foundations of Technical Communication

This course will examine fundamental components of technical communication, which include analyzing audience, defining objectives, designing documents, testing usability, and editing content. Students will use digital media tools to create a formal technical document tailored to meet the needs of an identified audience.

Quarter Credit Hours: 2 | Prerequisite: Any college composition course

CM241M1: Applying Technical Communication Skills to Various Contexts

Apply fundamental technical communication skills to practice-based situations.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

CM241M2: Using Digital Media Tools for Various Audiences

Present information using digital media tools for defined audiences.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

CM250: Fundamentals of Grammar and Editing

Writing well is an important communication skill for technical writers and those in other professional writing careers. This course addresses grammar basics, punctuation, sentence structure, style, and editing. Students will practice editing their own writing at different stages, correcting and refining their writing skills.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

CM270: Writing for Multimedia

Interactive multimedia involves engaging and dynamic presentations that interact with the user. The multimedia writer is required to understand and work with text-based content in combination with graphics, audio, video, still images, and animation. This course is designed to introduce students to the principles and techniques required to produce and write material for the world of multimedia and production. The course focus is on familiarizing students with emerging technologies, including the Web and presentation software, that enhance their skills as journalists and editors. Students will engage in interactive documentary creation using a variety of media in combination with critical thinking.

Quarter Credit Hours: 5 | Prerequisite: CM240

CM285: Enhancing Nonverbal Communication in a Global Society

Communication and understanding of human behavior combine both verbal and nonverbal communication skills. This course explores the impacts of cultural differences on the process of nonverbal communication and will familiarize students with the knowledge and tools necessary to communicate in a multicultural and global community. Students will examine the basic channels of nonverbal communications including facial expressions, tones of voice, gestures, posture and expressive movement, eye contact, proximity, and humor. Emphasis is given to how diverse backgrounds influence the act of communication, and how cultural perceptions and experiences determine how people send and receive messages.

Quarter Credit Hours: 5 | Prerequisite: None

CM305: Communicating in a Diverse Society

This course provides students with the knowledge and skills necessary to communicate in a multicultural society. Students will analyze linguistic, cultural, and social differences and their impact on communication.

The course will also address barriers to communication as well as the skills and concepts needed for effective communication outside of one's primary culture.

Quarter Credit Hours: 6 | Prerequisite: None

CM310: Communication and Conflict

This course focuses on the nature of communication and conflict in interpersonal and organizational contexts. Students learn to apply theories of conflict and conflict resolution with an emphasis on ways to manage conflict in order to create more productive and satisfying interpersonal and professional relationships.

Quarter Credit Hours: 6 | Prerequisite: CM220

CM313: Tools for the Digital Age

This course introduces students to the concepts necessary for effectively using new technologies and digital tools. By applying these concepts to the communication context (purpose and audience), students will be able to decide what tools are most appropriate. Students will also practice using a variety of digital tools and new technologies and reflect on how they affect communication.

Quarter Credit Hours: 6 | Prerequisite: None

CM315: Group Dynamics and Team Building

Group dynamics and team building come into play whether working together as a team of professional colleagues or as a family. This course is designed to help students learn to communicate effectively and ethically in different group settings. By participating in real-world group projects, students will critically examine how members of a team can successfully interact, collaborate, and make decisions. Students also will reflect on their personal role in the group process.

Quarter Credit Hours: 6 | Prerequisite: CM220 and a 100/200-level communication elective

CM350: Public Relations Strategies

This course focuses on public relations processes and practices. Students will learn how public relations practitioners work, the role of public relations in organizations, the theories and processes of public relations, and how relationships are built with public relations principles. Topics will include issues management, crisis communication, how public relations differs from marketing and advertising, persuasive techniques, ethical considerations, how to use research to support points, how to analyze media messages, and how to create effective public relations materials.

Quarter Credit Hours: 6 | Prerequisite: None

CM405: Communicating Persuasively

Students will explore the role of persuasion in various communication contexts. They will analyze the factors that lead to the adoption of an idea, attitude, or action and the role of emotional appeal, credibility, and language in this process. The concepts and theories studied in the course will be applied to crafting persuasive messages appropriate for different contexts.

Quarter Credit Hours: 6 | Prerequisite: None

CM410: Organizational Communication

This course focuses on the foundation, study, and implementation of effective organizational communication. Different theories will be identified, discussed, and critiqued. Students will study the major components of organizational communication including leadership, conflict and conflict management, teamwork, and ethics. Additionally, students will read and critique case studies showing organizational communication in professional applications.

Quarter Credit Hours: 6 | Prerequisite: CM220

CM460: Strategic Communication

This course focuses on strategic communication in a variety of contexts. You will explore the fundamentals of effective strategic communication including self-awareness, critical thinking, and the application of ethical standards. The concepts of crafting an effective message, professional communication, and leadership will be applied. In this class, you will develop strategic communication for diverse audiences.

Quarter Credit Hours: 6 | Prerequisite: None

CM499: Bachelor's Capstone in Communication

This capstone course is the culminating experience for the Bachelor of Science in Communication. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Completion of the final term of the Bachelor of Science in Communication or permission from the Dean

Criminal Justice (CJ)

CJ100: Preparing for a Career in Public Safety

This course introduces you to careers in criminal justice and describes the public safety degree programs. Pertinent skill sets, criminal justice agencies, and diverse populations encountered in the field will be discussed. You will research the public safety degree program and class offerings in conjunction with your professional and personal goals in order to map out a specific degree plan and career goals. This course is designed to ensure a successful social and academic transition and provide a foundation for success within the profession.

Quarter Credit Hours: 5 | Prerequisite: None

CJ101: Introduction to the Criminal Justice System

This course provides an overview of the criminal justice system in the United States. Students gain an understanding of the philosophy and development of the criminal justice system, the current state of the criminal justice agencies and institutions, and the issues and challenges facing them.

Quarter Credit Hours: 5 | Prerequisite: None

CJ102: Criminology I

This course presents a framework for studying the nature and causes of crime and antisocial behavior. It focuses on explanations provided through criminal topologies and criminological theories, using a variety of multidisciplinary perspectives. Topics range from crime causation to the extent of crime, victimization, social and psychological theories, and various types of criminality including violent, property, and public order offenses.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ103: Introduction to Corporate Security

This course provides an overview of loss prevention problems and the security and management strategies designed to protect the private sector from crime, fire, accident, employee dishonesty, and natural disaster.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ110: Introduction to Crime Analysis

This course is designed to provide a basic understanding of the functions of a crime analyst and how they both differ from and complement those of a crime scene investigator or detective. You will explore crime analysis, including basic statistics, as well as methodology and procedures that have been authored by leaders in the field and endorsed by the International Association of Crime Analysts. As a result, you will gain an understanding of the history and importance of crime analysis in the law enforcement field, as well as the responsibilities of tactical, strategic, and administrative crime analysts.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ126: American Prison System

This course discusses community corrections including jails, probation, and intermediate sanctions and supervision. It examines institutional corrections to include prisons, the prison experience, management and staffing, and special populations. Additionally, it analyzes correctional issues, such as offender reentry and community supervision, and discusses the legal implications of three-strikes laws and the death penalty. Finally, the course discusses the future of corrections.

Quarter Credit Hours: 5 | Prerequisite: None

CJ130: Introduction to Corrections

This course examines the administrative and operational aspects of modern corrections in the United States. The historical development of corrections; the philosophy of punishment and corrections; correctional institutions, programs, and services; and topics such as inmate rights and correctional staffing are examined. Contemporary issues, such as overcrowding and privatization, are also explored.

Quarter Credit Hours: 5 | Prerequisite: None

CJ140: Introduction to Constitutional Law

This course is designed to acquaint the student with the U.S. Constitution, the Bill of Rights, and constitutional amendments as they relate to criminal law and the collection of criminal evidence. It will introduce students to criminal evidence through landmark Supreme Court cases and provide background in search and seizure and due process as they relate to criminal justice practice.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ150: Juvenile Delinquency

This course involves the study of the historical development of the juvenile justice system, current programs and services available to juvenile offenders, and delinquency hearings and criminal trials.

Quarter Credit Hours: 5 | Prerequisite: None

CJ156: Correctional Law for the Correctional Officer

This course discusses the role of the courts in relation to corrections and the types of lawsuits inmates file. It helps correctional staff understand not only the rights of the inmates but their own rights as well, and provides guidance for when staff can be sued and what is likely to occur in a lawsuit. Finally, it examines what the courts have decided about inmates' practice of religion, receipt of mail, visits, and discipline.

Quarter Credit Hours: 5 | Prerequisite: None

CJ180: Private Security

This course introduces you to the private security profession in the United States. Topics covered include current trends, and the role of private security compared to that of police officers. You will explore specialized security fields and career opportunities in various industries. The course also explains computer security, the organizational role for security, risk analysis, litigation, and technological advancements.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ200: Fundamentals of Psychological Profiling

This course examines psychological profiling within the context of crime analysis. You will learn the importance of crime scene analysis, modus operandi (MO), and criminal signatures in identifying specific types of offenders. Case studies will be used to highlight techniques used in this process. This will provide you with the necessary foundation for understanding the benefits from this analytical technique.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ210: Criminal Investigation

This course explains the importance and legal significance of evidence. It demonstrates how the investigative process works, from crime scene preservation to case preparation and courtroom presentation. It also examines various techniques used during criminal investigations, such as photography, interviewing, evidence handling, and scene reconstruction, and how each applies to specific types of crimes.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ211: Police Operations

This course examines the roles, responsibilities, issues, and trends related to contemporary law enforcement organizations. It also provides an in-depth look at community policing, policing in selected foreign countries, stress recognition and management, civil liability, public expectations, and police careers.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ212: Crime Prevention

This course provides an overview of the diverse field of crime prevention with a heavy emphasis on primary prevention and a minor focus on secondary and tertiary prevention. You will explore such elements of crime prevention as physical environmental design, the role of the community and the mass media, deterrence, community policing, school programs, drug abuse issues, and rehabilitation.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ216: Computers, Technology, and Criminal Justice Information Systems

This course is an introduction to information systems used within the criminal justice system at the local, state, and federal levels. Included is an overview of existing systems, the impact of technology upon criminal justice agencies, and a summary of future needs.

Quarter Credit Hours: 5 | Prerequisite: Any College Composition I course

CJ227: Criminal Procedure

This course examines the constitutional protection and due process afforded every person arrested in the United States. It provides students with a thorough understanding of the U.S. justice system from the time of arrest through the sentencing of the criminal offender. In addition, this course examines such matters as victims' rights and the effects of gangs on the crime problem.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ230: Criminal Law for Criminal Justice

In this course, students learn how to identify the elements of a crime and to categorize crimes by type, including homicide, crimes against the person, and crimes against property or habitation. Students learn about criminal capacity, different defenses, and who may be considered parties to a crime.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ233: Introduction to Forensic Psychology

This course will introduce you to the field of forensic psychology and encourages you to examine the legal system through the use of psychological concepts, methods, and research results. Topics covered include the theories of crime, the role of psychology in the legal system, the police and the criminal justice system, and the use of forensic assessments in both criminal and civil cases. Using case law and landmark Supreme Court decisions, you will explore the foundations of forensic psychology and its impact on the criminal justice system.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ246: Human Relations in a Diverse Society

This course will offer students the opportunity to examine current issues, social problems, and existing research related to culturally diverse societies. Emphasis will be placed on the need for cultural awareness and diversity education, an enhanced understanding of cultural differences, and a critical thinking and research approach that correlates with the exploration of diversity as it relates to criminal justice.

Quarter Credit Hours: 5 | Prerequisite: None

CJ255: History of Corrections

This course discusses the history and philosophy of corrections, corrections within the criminal justice system, theories of punishment, historical responses to crime and punishment, the development and growth of the prison system, and the sentencing goals of corrections. Additionally, it analyzes special topics in corrections including juveniles, women, capital punishment, and civil commitment.

Quarter Credit Hours: 5 | Prerequisite: None

CJ266: Deviance and Violence

This course explores research in the field of behavioral deviance. Students analyze case studies of various types of serial killers, focusing on casual explanations, police investigative strategies, and research-based recommendations for preventing and responding to these violent acts. Students also examine the responses of the justice system and victimization profiles, along with situational factors such as victim offender relationships. This course presents a special concentration on stalking, domestic violence, abusive behavior, and public policy efforts to reduce the threat of violence.

Quarter Credit Hours: 5 | Prerequisite: CJ101

CJ289: Associate's Capstone in Criminal Justice and Criminology

This course is designed as the culminating experience of the criminal justice and criminology degree. This course consists of a series of assignments that integrate concepts from the criminal justice curricula. The assignments are designed to test application and critical thinking skills as students work through fact-based scenarios and analyze issues affecting contemporary practice.

Quarter Credit Hours: 5 | Prerequisite: Final term or Dean approval

CJ290: Confronting Terrorism Today

This course explores the historical development of both domestic and international terrorism, provides a foundational knowledge of current terrorist groups and their tactics, and examines counterterrorism methods.

Quarter Credit Hours: 5 | Prerequisite: None

CJ297: Associate's Capstone in Public Safety and Security

The capstone project applies problem-solving techniques and research skills to real-world situations by building on the criminal justice concepts that you learned in other courses. In this course, you will identify a contemporary issue in criminal justice, research the issue, analyze the situation, define possible solutions, and then recommend and defend your proposed solution.

Quarter Credit Hours: 5 | Prerequisite: Final term or Dean approval

CJ299: Associate's Capstone in Criminal Justice

The capstone project applies problem-solving techniques and research skills to real-world situations by building on the criminal justice concepts learned by the student in other courses. Students will identify a contemporary issue in criminal justice, research the issue, analyze the situation, define possible solutions, and then recommend and defend their proposed solution.

Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

CJ307: Crisis Management in Terrorist Attacks and Disasters

This course will cover the methodology and rationale behind the unified response to a terrorist, Weapons of Mass Destruction (WMD), or disaster incident within the National Incident Management System (NIMS) and Incident Command System (ICS) systems. You will explore the management and incident command response to terrorist, WMD, or disaster events including elements of logistics, budgeting, prioritization, staffing, and support. In addition you will examine these methodologies from the perspective of crisis management and consequence management.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ316: Investigating Cybercrime

This course focuses on the legal challenges of cybercrime and technology-based fraud. Students learn about techniques for cybercrime investigation through real-world examples. Online intelligence gathering, the nature of evidence in high-tech crime, and tracking methodologies for cybercrime are explored. Through the use of actual cases, students examine the threats presented by hackers and high-tech terrorists, as well as the dangers presented by online pedophiles. Students will learn how to properly respond and investigate high-tech crime with current technology.

Quarter Credit Hours: 6 | Prerequisite: None

CJ325: Psychology for Law Enforcement

The goal of this course is to provide the student with practical knowledge and information pertaining to the field of psychology within law enforcement. It will cover fundamental issues regarding crisis/hostage negotiations and the various psychological services provided to police officers by the organizations they work for. This course will aim to counter any myths about using these services by illustrating the benefits they can provide officers and their families.

Quarter Credit Hours: 6 | Prerequisite: CJ101; PS124 recommended

CJ328: Forensic Fingerprint Analysis

This course provides the student with a historical view of the science of fingerprints, as well as a look at the struggle to develop a universal classification system. It will discuss the basic fundamentals of the formation of friction ridge skin and the functions of the different layers of human skin. As the course explores the systematic approach to processing crime scenes for latent fingerprints, the student will experience hands-on fingerprint processing techniques. In addition, various types of computer software and photography equipment will be evaluated as latent print enhancement and documentary tools.

In summation, the course will delve into the actual evaluation and comparison of latent prints, ending with a discussion of the latent print examiner as an expert witness in court.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ333: Family and Domestic Violence

This course discusses the relationship between criminal justice and social service systems that deal with family and domestic violence, including, but not limited to, how the criminal justice, research, and social service communities work to provide a multiagency approach to this devastating issue.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ340: Applied Criminal Justice Ethics

This course discusses the fundamentals of morality and ethics in the context of applied criminal justice. You will gain an understanding of ethics within the criminal justice system, ethical reasoning, as well as contemporary ethical issues faced by practitioners and organizations. Strategies for controlling public corruption, how to utilize the pillars of justice and the law enforcement code of ethics, and tools to evaluate noble cause corruption will also be discussed.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ345: Supervisory Practices in Criminal Justice

This course combines state-of-the-art behavioral theory with numerous cases that allow you to identify and resolve personnel and organizational problems. It prepares you for effective police management and supervision.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ352: Corrections in the Twenty-First Century

This course provides an overview of technology, special populations, and sentencing paradigms in twenty-first century corrections. Additionally, the impact of politics in corrections is covered including how policy making can affect the accreditation of correctional facilities and administration of a diverse inmate population. The course focuses on ethical dilemmas that can occur in a variety of correctional settings.

Quarter Credit Hours: 6 | Prerequisite: CJ130

CJ355: Homeland Security

The course provides an introduction to homeland security and the agency role in preparing national security for threats of domestic and international terrorism. This role ensures homeland security management and operational assistance for federal, state, and local agencies. The goal of this course is to ensure students develop an understanding of how the Department of Homeland Security prepares and addresses domestic and international terrorism. The student should be able to apply this knowledge from both an academic and practitioner perspective. Students will demonstrate the ability to apply this knowledge by identifying and applying homeland security management principles and practices.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ370: Crime Scene Investigation II

This course provides students with a general overview of crime scene techniques for a basic understanding of how to process crime scenes. Students will also learn the importance of evaluating and processing evidence in order to assist crime laboratory experts.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ385: Forensic Chemistry and Trace Evidence Analysis

This course enhances your understanding of forensic science and its application to criminal investigations. It examines the history and development of the crime laboratory, forensic services provided to the law enforcement community, and the function of the forensic scientist. It provides an overview of the various types of physical evidence commonly submitted to the forensic laboratory for analysis. You will explore how the forensic scientist uses analytical instruments and microscopes to examine, identify, and compare chemical and physical properties of suspected drug and toxicology samples, and trace evidence (e.g., glass, soil, metal, hair, fibers, paint, flammable liquids, and explosives).

Quarter Credit Hours: 6 | Prerequisite: CJ370

CJ407: Crisis Negotiation

This course will cover crisis intervention and hostage situations where people are being held against their will as hostages, or in cases where a person has threatened violence or has barricaded themselves in preparation for a law enforcement response. Students will explore the reasons for the increase in school, workplace, and domestic violence and formulate comprehensive strategies to resolve the conflict.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ411: Drugs and Alcohol in the Criminal Justice System

This course examines all aspects of drug use and abuse, with the goal of providing students with the information and knowledge to identify and understand drug use and abuse from the perspective of the criminal justice system. Students will learn about the history of drug use and abuse in America, differences among the various classes of legal and illegal drugs, the impact of drug use on the human body, various theoretical explanations for drug use and abuse, current treatment and prevention strategies, as well as drug legislation and law enforcement's response within the social context of drug use and abuse in America.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ420: Juvenile Justice

This course provides an overview of the juvenile justice system in the United States. It focuses on the design and application of the juvenile justice system. Upon completion of the course, you will have a full understanding of the interrelationships among philosophy, notions of causation, and procedural requirements provided to youthful offenders and abused children. You will also be able to discuss and identify diversion and prevention programs, the effects of incarceration, and possible alternatives to incarceration. Last, the future of juvenile courts and the juvenile justice system will be addressed.

Quarter Credit Hours: 6 | Prerequisite: CJ101

CJ433: Probation and Parole

This course provides an introduction to probation, the most common response to criminal offenders, and parole. As the problem of prison overcrowding continues, probation and parole will expand, and so will the controversy surrounding their use. You will gain an understanding not only of probation and parole history, administration, policy, and procedures, but also areas of controversy. The course also provides insight into the difficult but interesting work performed by probation and parole officers.

Quarter Credit Hours: 6 | Prerequisite: CJ130

CJ435: Correctional Alternatives

This course discusses the history of probation and parole, the modern era of probation and parole, and contemporary probation and parole issues. Additionally, this course examines the different types of intermediate sanctions, including fines, restitution, restorative justice, house arrest, electronic monitoring, and community residential centers, and the effectiveness of these types of intermediate sanctions.

Quarter Credit Hours: 6 | Prerequisite: CJ130

CJ440: Crisis Intervention

This course provides you with practical knowledge and information to effectively mediate in a crisis situation. This course will review empirically validated approaches to crisis intervention. It will describe the evolution of crisis intervention as a field, theoretical bases, and the role of the criminal justice professional in crisis situations. In addition, causes of stress for law enforcement and correctional officers will be examined and intervention models discussed.

Quarter Credit Hours: 6 | Prerequisite: CJ101; PS440 recommended

CJ444: Managing Criminal Justice Organizations

This course deals with concepts and theory in the field of organizational behavior. The course focuses on the historical perspectives of organizational theorists, theories of motivations and leadership, and future trends and developments in modern organizations.

Quarter Credit Hours: 6 | Prerequisite: None

CJ445: Case Management

This course provides an overview of case management approaches within a juvenile justice context. Students will explore the use of case management strategies to reduce recidivism, prevent unnecessary incarceration, and address problematic issues facing juvenile offenders. Students will examine the use of a comprehensive range of treatment perspectives and alternative sanctions, and understand the complexities of integrating multidisciplinary services. Additional topics include case management models and related components; managing caseloads while working with schools, courts, parents, and service providers; effective communication and relationship building; selecting appropriate intervention strategies; and traditional and innovative community-based prevention and treatment approaches to youth sentencing.

Quarter Credit Hours: 6 | Prerequisite: CJ150

CJ455: Correctional Administration

This course discusses an overview of correctional administration from its historical roots to management of correctional staff, environments, and facilities. It analyzes correctional operations and critical issues facing administrators. Additionally, the course examines leadership and management, mentoring, empowerment, budgeting, external environments, and various inmate populations.

Quarter Credit Hours: 6 | Prerequisite: CJ130

CJ481: Independent Study in Criminal Justice

In this course, students will engage in an independent, directed-studies project focused on a student-submitted topic of inquiry. The student will select a project or topic for inquiry which is of interest and relevant to her/his professional goals.

Quarter Credit Hours: 1 | Prerequisite: A minimum of 30 quarter credit hours of criminal justice coursework completed

CJ482: Independent Study in Criminal Justice

In this course, students will engage in an independent, directed-studies project focused on a student-submitted topic of inquiry. The student will select a project or topic for inquiry which is of interest and relevant to her/his professional goals.

Quarter Credit Hours: 2 | Prerequisite: A minimum of 30 quarter credit hours of criminal justice coursework completed

CJ483: Independent Study in Criminal Justice

In this course, students will engage in an independent, directed-studies project focused on a student-submitted topic of inquiry. The student will select a project or topic for inquiry which is of interest and relevant to her/his professional goals.

Quarter Credit Hours: 3 | Prerequisite: A minimum of 30 quarter credit hours of criminal justice coursework completed

CJ490: Research Methods in Criminal Justice

This course covers fundamental research methodologies in criminal justice. You will study topical areas including research purposes, measurement of variables, and hypothesis design. Additionally, research designs, population and sample development, and data collection techniques will be discussed. Finally, you will understand the importance of research ethics, and preparing and reading research studies.

Quarter Credit Hours: 6 | Prerequisite: CJ101; may not be taken concurrently with CJ499

CJ492: Bachelor's Capstone in Corrections

This course is designed as the culminating experience of the Bachelor of Science in Corrections. This course comprises a series of assignments that integrate concepts from the corrections curriculum. The assignments are designed to test application and critical thinking skills as students work through fact-based scenarios and analyze issues affecting contemporary practice.

Quarter Credit Hours: 6 | Prerequisite: Final term or Dean approval

CJ499: Bachelor's Capstone in Criminal Justice

This course is designed as the culminating experience of the Bachelor of Science in Criminal Justice. This course comprises a series of assignments that integrate concepts from the criminal justice curriculum. The assignments are designed to test application and critical thinking skills as students work through fact-based scenarios and analyze issues affecting contemporary practice.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Dental Assisting (DA)

DA101: Foundational Skills for Chairside Assisting and Communication Strategies

The Foundational Skills for Chairside Assisting and Communication Strategies course is one of two prerequisite courses for entering dental assistant students. This course includes an overview of academic strategies, computer applications, medical emergencies, anatomy and physiology, and English fundamentals. This course emphasizes the prenatal development of teeth and the development of structures of the surrounding tooth and tissues of the oral cavity, and provides instruction on the expanded duties of a dental assistant. Emphasis is also placed on patient seating, charting, anesthesia, and various other chairside skills. The course includes a focus on skills associated with chairside assisting, maintaining the dental operator, and development of professionalism. Quarter Credit Hours: 6 | Prerequisite: None

DA102: Patient Interaction and Core Dental Assisting Skills

The Patient Interaction and Core Dental Assisting Skills course, one of the two prerequisite courses for the Dental Assistant Diploma program, includes an overview of academic strategies; general concepts of nutrition, law, and ethics; math fundamentals; an introduction to pharmacology, infection control, and vital signs; and complementary and alternative medicine. Emphasis is also placed on the types and physical characteristics of microorganisms and their method of study, the most common diseases found in the oral cavity, the prenatal development of teeth, and dental anatomy. Additionally, students are introduced to dental instrument setups, four-handed dentistry, and office management skills in the dental office. This course is also designed to develop professional skills and proactive career management. Quarter Credit Hours: 6 | Prerequisite: None

DAB170: Radiology

The Radiology module focuses on one of the dental assistant's key areas of competence. This module focuses on the tasks associated with x-ray equipment, the nature of x-rays, film placement, angulation of x-rays, mounting, and developing techniques. This module is also designed to develop professional skills and proactive career management. (Omaha campus only) Quarter Credit Hours: 4.5 | Prerequisite: DAG151, DAK151, DAW151, and DAY151

DAG151: Patient Interaction

The Patient Interaction module, one of the four prerequisite modules for the Dental Assistant Diploma program, includes an overview of academic strategies and a review of fundamental math concepts. In addition, emphasis is placed on the types and physical characteristics of microorganisms and their method of study, the most common diseases found in the oral cavity, the prenatal development of teeth, the development of structures of the surrounding tooth, and tissues of the oral cavity. Students practice prophylaxis procedures, instrument exchanges, and other core dental assisting skills. Additionally, students are introduced to appointment book entries, telephone techniques, filing, insurance forms, accounts receivable, accounts payable, and dental office management software. This module is also designed to develop professional skills and proactive career management. (Omaha campus only) Quarter Credit Hours: 6.5 | Prerequisite: None

DAK151: Foundational Skills for Dental Assisting

The Foundational Skills for Dental Assisting module is one of the four prerequisite modules for entering dental assistant students. This module includes an overview of academic strategies; general concepts of nutrition, law, and ethics; math fundamentals; an introduction to pharmacology, infection control, and vital signs; and complementary and alternative medicine. Also included is a focus on dental anatomy and basic setup and instrumentation. This module is also designed to develop professional skills and proactive career management. (Omaha campus only) Quarter Credit Hours: 6 | Prerequisite: None

DAO170: Operative Assisting

The Operative Assisting module includes an overview of general dentistry and chairside assisting. This module focuses on the tasks associated with working with the dentist, equipment, instruments, tray setups, patient seating, four-handed dentistry, charting, anesthetic, amalgams, resins, and various other chairside procedures. This module also focuses on passing instruments correctly and the operation and maintenance of dental equipment, in addition to fundamental skills such as oral evacuation, placing rubber dams, syringe assembling, handling, and passing, and assembling the matrix band. (Omaha campus only) Quarter Credit Hours: 5 | Prerequisite: DAG151, DAK151, DAW151, and DAY151

DAP170: Dental Materials

The Dental Materials module includes an overview of the properties and proper uses of dental materials. The lab portion of this module focuses on mixing materials, taking impressions, pouring and trimming study models, and fabricating custom trays and temporary crowns. This module is also designed to develop professional skills and proactive career management. (Omaha campus only) Quarter Credit Hours: 5.5 | Prerequisite: DAG151, DAK151, DAW151, and DAY151

DAR170: Chairside Specialties

The Chairside Specialties module focuses on the specialty practices such as periodontal surgery, root canal treatment, extractions, orthodontics, crown preparations, assisting with a child patient, assisting with crown and bridge procedures, and the process of fabricating a denture or partial. Students are taught critical regulation issues in law and ethics. This module is also designed to develop professional skills and proactive career management. (Omaha campus only) Quarter Credit Hours: 6 | Prerequisite: DAG151, DAK151, DAW151, and DAY151

DAV190: Specialty Dentistry Externship

The Specialty Dentistry Externship module is designed to provide practical on-the-job experiences that augment the student's in-class experiences. Students are required to complete the 80-hour externship program at a work site connected with their field of study, which normally includes health care facilities such as private or group practices, clinics, and industrial clinics. (Omaha campus only) Quarter Credit Hours: 2.5 | Prerequisite: DAB170, DAO170, DAP170, and DAR170

DAW151: Technology and Terminology for Dental Assisting

The Technology and Terminology for Dental Assisting module is one of the four prerequisite modules for entering dental assistant students.

This module includes an overview of computer applications, medical emergencies, medical terminology, and anatomy and physiology. Students are required to develop a plaque control program. This module emphasizes the prenatal development of teeth, development of structures of the surrounding tooth and tissues of the oral cavity, and provides instruction on the expanded duties of a dental assistant. This module is also designed to develop professional skills and proactive career management. (Omaha campus only)

Quarter Credit Hours: 6 | Prerequisite: None

DAY151: Diagnostic Assisting

One of the four prerequisite modules for the program, the Diagnostic Assisting module includes an overview of academic strategies, English fundamentals, and a review of computer applications. This module emphasizes general dentistry and chairside assisting, and focuses on the tasks associated with working hand in hand with the dentist. Emphasis is placed on patient seating, charting, anesthesia, and various other chairside procedures. The module includes a focus on maintaining dental equipment, oral evacuation, and diagnoses. This module is also designed to develop professional skills and proactive career management. (Omaha campus only)

Quarter Credit Hours: 5 | Prerequisite: None

DAZ190: General Dentistry Externship

The General Dentistry Externship module is designed to provide practical on-the-job experiences that augments your in-class experiences.

You are required to complete a minimum of 300 chairside externship hours at a work site connected with your field of study which normally includes health care facilities such as private or group practices, clinics, and industrial clinics. Chairside hours accumulated in the Specialty Dentistry Externship (DA V190) will be counted toward the total minimal requirement. Twenty additional hours of the General Dentistry Externship module will be devoted to preparing you to sit for the dental assisting certification examination. (Omaha campus only)

Quarter Credit Hours: 9 | Prerequisite: DAB170, DA0170, DAP170, and DAR170

DA201: Dental Radiology and Chairside Specialties

The Dental Radiology and Chairside Specialties course focuses on tasks associated with x-ray equipment, the nature of x-rays, film placement angulation of x-rays, mounting, and digital techniques. This course also emphasizes specialty chairside skills and procedures such as periodontal surgery, root canal treatment, extractions, orthodontics, crown preparations, assisting with a pediatric patient, assisting with crown and bridge procedures, and the process of fabricating a denture or partial. You will also be taught critical regulation issues in law and ethics. The course is also designed to develop professional skills and proactive career management.

Quarter Credit Hours: 6 | Prerequisite: None

DA202: Dental Materials and General Chairside

The Dental Materials and General Chairside course includes an overview of the properties and proper uses of dental materials, general dentistry procedures, and chairside skills. This course focuses on the dental assisting tasks associated with four-handed dentistry, procedural tray setups, operating equipment, passing instruments, and performing preclinical procedures. Also, emphasis is placed on coronal polishing and dental lab skills encompassing mixing materials, taking impressions, pouring and trimming study models, and fabricating custom trays and temporary crowns. The course is also designed to develop professional skills and proactive career management.

Quarter Credit Hours: 6 | Prerequisite: None

DA297: Dental Externship I

Externship I is designed to provide practical on-the-job experiences that augment the student's in-class experiences. Students are required to complete the 220-hour externship course at a work site connected with their field of study, which normally includes health care facilities such as private or group practices, clinics, and industrial clinics. This externship includes 20 hours devoted to a combination of peer collaboration and preparation for the Dental Assisting National Board (DANB).

Quarter Credit Hours: 9 | Prerequisite: DA101, DA102, DA201, and DA202

DA298: Dental Externship II

Externship II is designed to provide, in-depth, on-the-job experiences that augment your prior externship experience. You are required to complete the 220-hour externship course at a work site connected with your field of study, which normally includes health care facilities such as private or group practices, clinics, and industrial clinics. This externship includes 20 hours devoted to a combination of peer collaboration and preparation for the Dental Assisting National Board (DANB).

Quarter Credit Hours: 9 | Prerequisite: DA101, DA102, DA201, DA202, and DA297

Environmental Policy and Management (EM)

EM101: Introduction to Environmental Policy and Management

This course will explore the origins of the major environmental laws and their intent, structure, and limitations in the United States. It will examine the laws' evolution and implementation over the past few decades with particular focus on the relationship between the federal government and the states. The course will also address the subsequent rise of the environmental movement and its influence on legislation.

Quarter Credit Hours: 5 | Prerequisite: None

EM205: The Politics of Managing the Environment

This course is designed to provide an introduction to the study of environmental politics and policy in the United States from federal to state and local levels. It explores the role of key policy groups in environmental policy formation and implementation. Additionally, there is an examination of the role of grassroots movements in shaping public policies.

Quarter Credit Hours: 5 | Prerequisite: EM101

EM305: The Economics of Environmental Management

This course will focus on environmental policy analysis from the perspective of economics and management. Students will examine the economic concepts of efficiency, valuation criteria, instrument design, and cost analysis. Particular attention will be paid to the application of economic principles and related techniques to support decision making and policy in pursuit of sustainable development.

Quarter Credit Hours: 6 | Prerequisite: MM207

EM410: The Global Environment

This course will explore the impact of social and economic processes on the global environment. Students will examine global ecological interdependence and its implications for the institutions of governance, both nationally and internationally.

Quarter Credit Hours: 6 | Prerequisite: None

EM430: Environmental Policy Analysis

Students will examine how developing and analyzing environmental policies involves balancing social, political, and economic considerations. This course encompasses the process of policy analysis, stakeholder impact, methods of analyzing and selecting the most appropriate policy response, and the effective communication of results to constituents and policymakers.

Quarter Credit Hours: 6 | Prerequisite: EM101

EM499: Bachelor's Capstone in Environmental Policy and Management

This capstone course is the culminating experience for the Bachelor of Science in Environmental Policy and Management. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills required throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program. Students will conduct an approved research project under the supervision of a program chair or full-time faculty member in the school.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Exercise and Fitness (EF)

EF205: Scientific Foundations of Exercise and Fitness

This course familiarizes students with the scientific basis of exercise and fitness physiology and related human anatomy, including cardiopulmonary anatomy and physiology. Students learn about energy metabolism as it relates to exercise and how aging affects human physiology, exploring current strategies in exercise and fitness training to facilitate disease prevention and healthy aging.

Quarter Credit Hours: 5 | Prerequisite: None

EF310: Current Trends in Exercise and Fitness - Aging Well Across the Life Span

This course focuses on the issues in exercise and fitness that each major age group encounters in society today. Students learn the unique challenges that senior adults, middle-aged and younger adults, and children and adolescents are confronted with, as well as the sociological, psychological, and economic factors that can impact favorable outcomes. Motivational strategies, techniques, and plans for designing age-appropriate exercise and fitness programs will be discussed and practiced, and current research in models of exercise and fitness programs in community- and corporate-based settings will be studied and evaluated for effectiveness.

Quarter Credit Hours: 6 | Prerequisite: None

Experiential Learning (EL)

EL206: Academic Prior Learning Portfolio

In this course, you will develop an academic prior learning portfolio that describes, organizes, and categorizes the college-level learning you have acquired through work, volunteer activities, and life experiences. You will explore what you already know, what you already have college credit for, your personal and professional goals, and how all of these pieces fit together into an academic prior learning portfolio. With the assistance of your instructor and your peers, you will create a portfolio that collects previously credited learning (college transcripts, standardized exams, pre-evaluated learning, etc.) as well as descriptive information about learning you have acquired outside the classroom. When complete, you may submit your prior learning portfolio for evaluation to determine if you are eligible for college credit for your learning and skills. This course will be graded pass/fail.

Quarter Credit Hours: 6 | Prerequisite: Previous success in one or more college course(s)

Finance (FI)

FI490: Bachelor's Internship in Finance

This course will provide you with practical work experience in a real-world finance environment. You will arrange an onsite internship working in the field of finance as a professional for a cooperating employer. The internship should include mentoring from experienced finance professionals at the onsite facility. This experience will help you to develop professional competencies that are desirable in the finance career marketplace.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

FI499: Bachelor's Capstone in Finance

This capstone course builds on the concepts of all the courses taken within the Bachelor of Science in Finance and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Fire Science (FS)

FS100: Introduction to Fire and Emergency Services

This course introduces you to careers in fire and emergency services and the fire and emergency management programs. Pertinent skill sets and professionalism will be discussed. You will learn about the historical background of modern fire service while learning research skills for the future. This course is designed to acclimate you to the academic environment while providing a solid foundation for success in the fire and emergency services profession.

Quarter Credit Hours: 5 | Prerequisite: None

FS101: Fire Behavior and Combustion

This course investigates the basic concepts of fire, its spread, and its control. The course discusses the nature and properties of the three states of matter, explains the components of fire, and describes the physical and chemical properties of fire.

Quarter Credit Hours: 5 | Prerequisite: None

FS102: Building Construction for Fire Protection

This course explores the fundamentals of building construction, types of structures, and structure designs, as well as the impact of building construction on firefighting. Students will study the forces that impact these structures and the codes applied to buildings and fire safety. They will also learn how buildings are constructed and how fire behaves with various building materials.

Quarter Credit Hours: 5 | Prerequisite: FS101

FS103: Fire Protection Hydraulics and Water Supply

This course explores the fundamentals of water usage in fire protection and explains how hydraulic principles are employed in the resolution of water supply problems. The course also discusses the methods used to effectively deliver water, foam, and other extinguishing agents to the fire scene.

Quarter Credit Hours: 5 | Prerequisite: FS101

FS104: Fire Protection Systems

This course describes the principles of fire protection and system design. Students will explore fire control and suppression methods, including sprinkler, water spray, water mist, standpipe, and ultra high-speed water spray systems. The course also provides an overview of recent fire protection and suppression developments.

Quarter Credit Hours: 5 | Prerequisite: FS101

FS105: Fire Prevention Practices

This course examines fire avoidance measures, including fire prevention education, fire safety inspection, fire code enforcement, and fire investigation. Students will gain an overview of the procedures and principles of inspections commonly conducted for control of structures, occupancy, or combined purposes.

Quarter Credit Hours: 5 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS120: Introduction to Emergency Management

This course covers the four pillars of emergency management: mitigation, preparedness, response, and recovery. Topics include the history of emergency management, risk and threat assessment, mitigation, preparedness, the administrative functions of the emergency management program, and the response and recovery efforts that assist in the restoration of communities and in encouraging resiliency in the aftermath of a disaster. Upon completion of this course, you should be able to demonstrate an understanding of comprehensive and all-hazards emergency management.

Quarter Credit Hours: 5 | Prerequisite: CM107

FS201: Strategy and Tactics

This course explores firefighting strategy and tactics, methods of fire attack, and prefire planning. You will gain in-depth knowledge of fire control principles as well as how to utilize personnel, equipment, and extinguishing agents on the fireground. This course also discusses special situations such as hazmat emergencies, multicasualty incidents, and emergency management incidents.

Quarter Credit Hours: 5 | Prerequisite: FS101

FS202: Principles of Emergency Services

This course provides an overview of fire protection as well as the philosophy and history of fire protection. You will gain an understanding of career opportunities in fire protection and related fields, fire loss analysis, and the organization and function of public and private fire protection services. This course discusses the role of fire departments as part of local governments, as well as fire service laws, regulations, and terminology. There is also an introduction to multiagency planning and operations as related to mutualarm incidents, target hazards, and major disasters.

Quarter Credit Hours: 5 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS204: Occupational Safety and Health for Emergency Services

This course examines the fundamentals of occupational health and safety for emergency service agencies. Students will gain knowledge of risk evaluation and control policies for fire stations, emergency vehicles, and training sites as well as for incidents involving fire, hazardous materials, and other EMS responses. Students will also gain knowledge of the basic principles and history to firefighter life safety initiatives.

Quarter Credit Hours: 5 | Prerequisite: FS101

FS205: Ethics for the Fire and Emergency Services

This course provides an understanding of the types of ethical issues that can arise in the fire and emergency services. Students will examine philosophical concepts as they relate to modern ethics. The course will also provide an overview of various approaches to the ethical situations faced by fire and emergency service organizations.

Quarter Credit Hours: 5 | Prerequisite: FS120

FS208: Legal Aspects of Emergency Services

This course explores the legal issues that relate to emergency services, such as arson law and legal responsibilities of emergency services officers, as well as criminal and civil law. Students will gain an understanding of laws that impact emergency services management at both the state and local levels. The course also examines recent case law and legal decisions that impact emergency services agencies.

Quarter Credit Hours: 5 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS220: Preparedness and Planning for Emergency Management

This course analyzes the rationale for and methods related to all-hazards emergency preparedness and planning. Topics include preparedness strategies, planning concepts and processes, public awareness programs, and training and exercise programs.

Quarter Credit Hours: 5 | Prerequisite: FS120

FS225: Emergency Management Response

This course provides an overview of the response phase of emergency management including government policies related to disaster response. The content will include the purpose of the National Response Plan.

Quarter Credit Hours: 5 | Prerequisite: FS120

FS299: Associate's Capstone in Fire Science

This course is designed as the culminating experience of the Associate of Applied Science in Fire Science. This course consists of a series of assignments that integrate concepts from the fire science curriculum. The assignments are designed to test application and critical thinking skills as students work through fact-based scenarios and analyze issues affecting contemporary practice.

Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

FS301: Fire Investigation and Analysis

This course analyzes fire ignition dynamics, flame spread, and room fire growth. Students explore all aspects of incident investigation, financial management, and other functions related to fire analysis and investigation.

Quarter Credit Hours: 6 | Prerequisite: FS101

FS302: Advanced Principles of Firefighter Safety and Survival

This course provides an advanced analysis of firefighter life safety initiatives as well as an evaluation of the behavioral changes necessary in emergency services. Through case studies and scenarios, students develop the effective decision-making skills that are necessary for survival in fire and related emergency situations.

Quarter Credit Hours: 6 | Prerequisite: FS101

FS304: Community Risk Reduction for Fire and EMS

This course analyzes theories for understanding ethical, social, organizational, political, and legal aspects of community risk reduction for fire and EMS agencies. You will learn to utilize common methods for developing effective and comprehensive community risk-reduction plans.

Quarter Credit Hours: 6 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS320: Recovery Practices in Emergency Management

This course describes how people, groups, organizations, communities, and governments manage disasters in the immediate aftermath and recover from their effects, including social, physical, business, and infrastructure problems as well as intra- and interorganizational planning.

Quarter Credit Hours: 6 | Prerequisite: FS120

FS401: Fire Prevention Organization and Management

This course explores the modern management and planning techniques that are utilized to organize a fire department. Students will examine fire department organization and management through community risk reduction, codes and standards, inspections, plan review, incident investigation, fire prevention research, and the relationship of master planning to fire prevention.

Quarter Credit Hours: 6 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS402: Political, Ethical, and Legal Foundations of EMS

This course explains various aspects of the government's role in public safety as well as the American legal system, fire and emergency medical services (EMS) operations, employment and personnel issues, and emergency officials' roles. The course also discusses legislative and political influence in fire and EMS.

Quarter Credit Hours: 6 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS403: Leadership and Management

This course examines the knowledge and skills needed to become a responsible leader and manage a crew of firefighters. Topics include leadership and management, specifically managing budgets, personnel, and standard operating procedures. The course also analyzes challenges related to the creation of a team environment, situational leadership, and ethical decision making.

Quarter Credit Hours: 6 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS412: Safety Risk Management for Fire and EMS

This course examines the evolution of organizational and leadership dynamics in fire and EMS agencies. Students will examine common aspects of organizational behavior and leadership, including organizational development, communications, decision making, and stress and conflict management.

Quarter Credit Hours: 6 | Prerequisite: FS101

FS413: Research Analysis for Fire Emergency Services

This course explores current research methods utilized in the analysis of fire-related data. Students will gain an in-depth understanding of methods used to conduct and evaluate independent research in fire dynamics, test standards, safety, modeling, structural safety, firefighter health and safety, automatic detection and suppression systems, and transportation fire hazards. The course also introduces research methods for risk analysis and trend identification.

Quarter Credit Hours: 6 | Prerequisite: FS101

FS414: Personnel Management for Fire and EMS

This course examines fundamental issues in personnel administration and human resource development in fire and EMS agencies. Students will explore concepts and responsibilities such as management, organizational development and training, employee recruitment, selection, and productivity, as well as performance management and labor relations.

Quarter Credit Hours: 6 | Prerequisite: FS100 or FS120 for students enrolled in the Bachelor of Science in Fire and Emergency Management

FS420: Mitigation and Risk Assessment in Emergency Management

This course describes the methods and techniques used to lessen the potential impact of disasters and improve readiness to respond. Included are the principles related to mitigation as they pertain to sustainability and building resilient communities. Students will design a risk assessment plan.

Quarter Credit Hours: 6 | Prerequisite: FS120

FS425: Disaster Policy in Emergency Management

This course focuses on the administrative roles of local, state, and federal governments in times of disaster and the importance of intergovernmental relations. The policymaking process and the historical evolution of disaster policy are reviewed.

Quarter Credit Hours: 6 | Prerequisite: FS120

FS498: Bachelor's Capstone in Fire Science

This course is designed as the culminating experience of the bachelor's degree programs in fire science. This course consists of a series of assignments that integrate concepts from the fire science curricula. The assignments are designed to test application and critical thinking skills as students work through fact-based scenarios and analyze issues affecting contemporary practice.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

General Business (BU)

BU204: Macroeconomics

Macroeconomics involves the theory, principles, and practices of economics that affect the national economy as a whole. Topics covered in this course include national income determination, economic growth, aggregate demand, aggregate supply, unemployment, inflation, the Federal Reserve system, monetary policy, fiscal policy, and global economies.

Quarter Credit Hours: 5 | Prerequisite: BU224

BU204M1: Basic Economic Models

Describe the importance of production possibility frontier, the circular flow diagram, and the supply and demand models in the market economy.

Quarter Credit Hours: 1 | Prerequisite: BU224

BU204M2: Macroeconomic Aggregates

Explain macroeconomic aggregates such as the GDP, inflation rate, unemployment rate, and their implications on the national economy.

Quarter Credit Hours: 1 | Prerequisite: BU224

BU204M3: Economic Growth and Its Determinants

Analyze factors that determine long-run economic growth by conducting research using macroeconomic indicators data.

Quarter Credit Hours: 1 | Prerequisite: BU224

BU204M4: Money, Banking, and the Federal Reserve System

Describe the roles of money, banking, and the Federal Reserve System in the macroeconomy.

Quarter Credit Hours: 1 | Prerequisite: BU224

BU204M5: Monetary and Fiscal Policy

Analyze how monetary and fiscal policy instruments are used to achieve macroeconomic goals.

Quarter Credit Hours: 1 | Prerequisite: BU224

BU224: Microeconomics

Microeconomics is an introduction to economic principles that influence decisions of individual consumers and business managers. You will examine how the law of supply and demand is reflected in pricing and quantity decisions in a variety of market situations. Close attention will be paid to how a firm's cost structure affects decisions regarding how much to produce, given a price in a perfectly competitive market situation, compared to pricing and quantity decisions in other market structures. Consideration will be given to how individuals' concepts of cost versus benefit enter into their buying decisions. The impact of governmental attempts to modify market outcomes will be a special focus of the course.

Quarter Credit Hours: 5 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

BU224M1: Supply and Demand Analysis

Examine how various supply and demand scenarios affect the way prices and quantities are set by market interactions in perfectly competitive markets.

Quarter Credit Hours: 1 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

BU224M2: Governmental Price Setting

Examine changes in price and quantity caused when governments take actions to modify market outcomes.

Quarter Credit Hours: 1 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

BU224M3: Impacts on Pricing and Production

Examine how changes in the cost of production affect pricing and production quantity decisions of a firm in a perfectly competitive market.

Quarter Credit Hours: 1 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

BU224M4: Understand Competitive Market Environments

Examine how the behavior of a firm changes when it operates in monopolistic, oligopolistic, and monopolistically competitive market environments.

Quarter Credit Hours: 1 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

BU224M5: Concepts of Utility

Examine how the concept of utility affects purchasing decisions by individuals and consumer surplus.

Quarter Credit Hours: 1 | Prerequisite: CM220, MM255, and one of the following: AB113, AC113, AB114, or AC114

BU481: Independent Directed Study I

In this course, students in the School of Business and Information Technology will engage in an independent, directed studies project focused on a self-selected research project. Students will select a topic of inquiry that is of interest and relevant to their professional goals. There is flexibility built into the course with the intent of giving students some options to synthesize and apply the concepts presented into their own unique career field, company, and/or industry.

Quarter Credit Hours: 1 | Prerequisite: None

BU482: Independent Directed Study II

In this course, students in the School of Business and Information Technology will engage in an independent, directed studies project focused on a self-selected research project. Students will select a topic of inquiry that is of interest and relevant to their professional goals. There is flexibility built into the course with the intent of giving students some options to synthesize and apply the concepts presented into their own unique career field, company, and/or industry.

Quarter Credit Hours: 2 | Prerequisite: None

BU483: Independent Directed Study III

In this course, students in the School of Business and Information Technology will engage in an independent, directed studies project focused on a self-selected research project. Students will select a topic of inquiry that is of interest and relevant to their professional goals. There is flexibility built into the course with the intent of giving students some options to synthesize and apply the concepts presented into their own unique career field, company, and/or industry.

Quarter Credit Hours: 3 | Prerequisite: None

BU484: Independent Directed Study IV

In this course, students in the School of Business and Information Technology will engage in an independent, directed studies project focused on a self-selected research project. Students will select a topic of inquiry that is of interest and relevant to their professional goals. There is flexibility built into the course with the intent of giving students some options to synthesize and apply the concepts presented into their own unique career field, company, and/or industry.

Quarter Credit Hours: 4 | Prerequisite: None

BU485: Independent Directed Study V

In this course, students in the School of Business and Information Technology will engage in an independent, directed studies project focused on a self-selected research project. Students will select a topic of inquiry that is of interest and relevant to their professional goals. There is flexibility built into the course with the intent of giving students some options to synthesize and apply the concepts presented into their own unique career field, company, and/or industry.

Quarter Credit Hours: 5 | Prerequisite: None

BU486: Independent Directed Study VI

In this course, students in the School of Business and Information Technology will engage in an independent, directed studies project focused on a self-selected research project. Students will select a topic of inquiry that is of interest and relevant to their professional goals. There is flexibility built into the course with the intent of giving students some options to synthesize and apply the concepts presented into their own unique career field, company, and/or industry.

Quarter Credit Hours: 6 | Prerequisite: None

Health and Wellness (HW)

HW205: Vitamins, Herbs, and Nutritional Supplements

This course introduces the most commonly used vitamins, herbs, and nutritional supplements. Single vitamins - their benefits, dosage, precautions, and contraindications - will be reviewed as well as vitamin formulas routinely recommended. Nutritional supplements will be introduced and their categories, benefits, and safety issues will be explored and discussed. The principal systems of herbal medicine found worldwide will be illustrated along with their individual characteristics and common usage. This course also examines the growing popularity of herbal medicines from a sociological and ecological standpoint.

Quarter Credit Hours: 5 | Prerequisite: None

HW280: Mapping the Mind-Body Divide

Psychology, physical fitness, and complementary and alternative medicine each have their own unique perspective on what constitutes health and wellness. This course explores each of these disciplines and maps their interrelationships as they weave together the more holistic view of human health and potential that is prevalent today.

Quarter Credit Hours: 5 | Prerequisite: None

HW310: Complementary and Integrative Medicine

This course explores the field of complementary and integrative medicine (CIM), becoming familiar with the variety of professions that comprise it and their major concepts, methodological approaches, and theoretical foundations. You will investigate the multifaceted meaning of the term "holistic" and investigate how each CIM profession uniquely describes itself in light of this. Current research will be explored, including the impact of the National Institute of Health's CIM division.

Quarter Credit Hours: 6 | Prerequisite: None

HW315: Models for Health and Wellness

This course introduces the concepts of health, healing, and wellness from a broad historical and multicultural perspective. You will investigate how changing ideas about religion, philosophy, science, and psychology have influenced our understanding of health, and how the practice of medicine continues to be affected by global, social, and economic pressures. Contemporary models of health and wellness will be illustrated by drawing upon selected writings from each major proponent, and you will undertake the development of an original model of health and wellness based on an understanding of and sensitivity to current geopolitical and multicultural issues.

Quarter Credit Hours: 6 | Prerequisite: None

HW320: Contemporary Diet and Nutrition

This course explores current dietary trends and examines the role geopolitical and economic forces have on our day-to-day food choices. The impact of the globalization of world food markets will be investigated, as will the ongoing controversies of genetic engineering, food-borne illnesses, and the organic food movement. The spectrum of popular diets and their advocates and critics will be discussed along with the current scientific research available for each. Students will reflect on the diversity of food choices, prohibitions, and taboos that exist within our multicultural and multiethnic communities, with an eye toward increasing awareness and sensitivity.

Quarter Credit Hours: 6 | Prerequisite: None

HW410: Stress - Critical Issues in Management and Prevention

This in-depth course offers students a detailed look at the extensive research and practical approaches for identification, management, and prevention of stress. The health consequences of stress - physiological and psychological - will be discussed as well as the sociological and economic effects of untreated stress on society as a whole. Current approaches to stress reduction and prevention will be illustrated including mind/body therapies that have shown remarkable rates of success.

Quarter Credit Hours: 6 | Prerequisite: None

HW420: Creating Wellness - Psychological and Spiritual Aspects of Healing

In this course, students explore the burgeoning fields of meditation, "mindfulness," and transpersonal psychology in theory and practice. Students will assess the role of personal mindset toward self and others as a foundation for wellness and appraise the impact of positive/negative relationships in maintaining good health. A wide array of source material will be studied, including current research, and the shifting paradigms of curing, healing, and wholeness will be investigated.

Quarter Credit Hours: 6 | Prerequisite: None

HW425: Health and Wellness Programming - Design and Administration

This course introduces you to the practice of health promotion and the essential components of comprehensive health and wellness programming. You will learn a general model of program planning that includes assessing health needs, setting goals and objectives, developing an intervention, planning for program implementation, and evaluating results. Practices related to successful program outcomes, such as engaging stakeholders, identifying funding sources, and exhibiting cultural competence, are explored. The course culminates in the creation of original community-based health promotion and workplace wellness programs.

Quarter Credit Hours: 6 | Prerequisite: None

HW499: Bachelor's Capstone in Health and Wellness

This capstone course is the culminating experience for the Bachelor of Science in Health and Wellness. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term

Health Care Administration (HA)

HA255: Human Resources for Health Care Organizations

This course explores human resource practices in health care settings. It addresses a wide range of topics including staffing, worker safety and security, general employment practices, performance management, organizational development, and employee relations. Upon completion of the course, students will be able to implement/integrate evidence-based human resource strategies into the day-to-day management of their departments.

Quarter Credit Hours: 5 | Prerequisite: HS230

HA405: Leadership and Ethics in Health Care

This course provides you with the opportunity to examine and critically reflect on the nature and implications of leadership ethics in health care. In this course you examine key characteristics of ethical leadership and the theoretical underpinnings of sound moral decision making and action of health care leaders. Processes for identifying and cultivating health care leaders, cultural competence, continued learning, and bioethics in health care are also explored.

Quarter Credit Hours: 6 | Prerequisite: None

HA415: Health Care Policy and Economics

This course provides students with information surrounding health care policy and economics. The focus is on defining public and private health care and the policy issues that surround them. Students also identify the roles of local, state, and national policymakers and describe the role and responsibility of the individual citizen with regard to health care policy and economics.

Quarter Credit Hours: 6 | Prerequisite: None

HA425: Operational Analysis and Quality Improvement

This course addresses health care strategies and the laws that affect operational decisions. Strategic and tactical planning issues, with particular attention to marketing and strategic planning, opportunity assessment, and external analysis, are covered. Students also analyze and evaluate Total Quality Management (TQM) principles and Continuous Quality Improvement (CQI) processes in organizations. Students compare total quality tools and performance measures, and examine leadership and teamwork in the business environment.

Quarter Credit Hours: 6 | Prerequisite: None

HA499: Bachelor's Capstone in Health Care Administration

This capstone course is the culminating experience for the Bachelor of Science in Health Care Administration. This course builds on the concepts of all courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health care administration.

Quarter Credit Hours: 6 | Prerequisite: Last term

Health Information Technology (HI)

HI125: Health Care Delivery and Information Management

This course introduces the history and development of the health information field and an overview of the American Health Information Management Association. The evolution of health care delivery systems, storage and retrieval methods, development of the health record, accrediting and licensing requirements, patient indexing, and typical health information functions and positions are also taught in this course.

Quarter Credit Hours: 5 | Prerequisite: None

HI135: Legal Aspects of Health Information

This course provides you with foundational theory, related to the health care industry and health information profession, necessary to support your learning in health information management courses. This course also provides you with an overview of relevant legal concepts related to the management of health information in a variety of health care settings. Topics of study include an introduction to the U.S. health care system and the health information management profession, as well as legal and ethical issues in health information management including common legal compliance issues. You will have the opportunity to utilize computerized software to perform tasks related to the release and management of the health record.

Quarter Credit Hours: 5 | Prerequisite: None

HI150: Automation of Health Information

This course provides you with the knowledge and skills needed to work within a computerized health care environment. It reinforces basic software skills in applications, and outlines the critical stages of developing a health information system. The key features of the Electronic Health Record (EHR) and Health Information Exchanges (HIE) will be examined. The importance of safeguarding protected health information, along with privacy and security issues, will be explored. Finally, you will examine the future technologies important to the management of health information.

Quarter Credit Hours: 5 | Prerequisite: None

HI165: Health Information Practicum

In this health information clinical practicum, students will be provided an opportunity to gain practical experience through use of the HIM laboratory and by utilizing health information-specific software.

Quarter Credit Hours: 2 | Prerequisite: HI150

HI215: Reimbursement Methodologies

This course will show students the reimbursement side of health care and the importance of correct coding and billing practices to both the facility and the patient. Students will gain insight into the various types of health insurance plans, and also study compliance as it relates to reimbursement.

Quarter Credit Hours: 3 | Prerequisite: HI255; course may also be taken as a corequisite | Corequisite: HI255

HI230: Quality Assurance and Statistics in Health Information

In this course, you will study performance improvement and quality assessment concepts as they relate to health information and quality care at the facility level. Team concepts, risk management, utilization management, health care institutional accreditation, data quality issues, and patient outcomes are important topics in this course. You will learn the correlation of performance metrics with use of health care data for decision making in the facility.

Quarter Credit Hours: 5 | Prerequisite: None

HI253: Medical Coding I

This course surveys the basics of medical coding for inpatient and outpatient health care settings. Specifically, the format, conventions, and general guidelines for the ICD-10-CM, ICD-10-PCS, HCPCS Level I/II, and CPT code sets are examined. You learn to apply appropriate diagnosis and procedure codes upon reviewing key health record information. Additionally, the course provides an introduction to clinical documentation improvement (CDI), compliance audits, and health information systems (i.e., CAC, encoders).

Quarter Credit Hours: 5 | Prerequisite: SC131; course may also be taken as a corequisite

HI255: Medical Coding II

This course explores advanced topics vital to the ethical, legal, and compliant practice of medical coding within inpatient and outpatient settings. You will examine case scenarios throughout the course using a problem-based learning approach. The course offers virtual laboratories on health information systems and technologies critical to quality coding practices in today's digital world.

Quarter Credit Hours: 5 | Prerequisite: HI253

HI295: Health Information Externship/Capstone

Successful completion of this course will require 90 hours of clinical and administrative experience at an approved health care setting. Through this externship and capstone experience, students will gain clinical experience in departmental organization, assembly, analysis, filing and retrieval, release of information, health care systems, the coding process, quality improvement, risk management, and teamwork in health care. In addition, students will gain experience with basic management functions. Students will be evaluated on the performance of expected competencies at the end of the course. The course requires the submission of the completed Externship/Capstone Experience Project.

Quarter Credit Hours: 5 | Prerequisite: Last term, completion of all program-specific courses, and permission of the Clinical Placement Team

HI300: Information Technology and Systems for Health Care

In this course, you implement and manage technology, gain knowledge of database architecture and design, and design and generate administrative reports. Enforcement of confidentiality, e-health security, and measures to protect health information are also stressed.

Quarter Credit Hours: 6 | Prerequisite: None

HI305: Management of Health Information

This course highlights the key concepts related to the practice of health information management. You will draw upon foundational knowledge to resolve common issues related to health care compliance, leadership and management, technologies, and analytics. You will collaborate with the Clinical Placement Team in planning your professional practice experience (PPE), which is completed during the capstone course. Additionally, you will develop networking and career development strategies necessary for the health information workforce.

Quarter Credit Hours: 6 | Prerequisite: None

HI410: Advanced Reimbursement Methodology

In this course, you will explore the reimbursement concepts practiced in health care including compliance strategies and reporting, chargemaster and case mix analysis, and compliance and reimbursement auditing. The payment systems used in commercial, managed care, and federal insurance plans, such as DRGs, RBRVS, and RUGs, will also be reviewed. Application of payment methods and calculations will be detailed and practiced.

Quarter Credit Hours: 6 | Prerequisite: Enrollment in the Bachelor of Science in Health Information Management

HI499: Bachelor's Capstone in Health Information Management

Successful completion of this course will require 120 hours of professional practice experience (i.e., practicum) at an approved health care facility. Through this professional practice experience (PPE), you will gain on-the-job skills related to the health information profession. Additionally, this course will provide a content review on the common body of knowledge of health information management relevant to the national certification examination.

Quarter Credit Hours: 6 | Prerequisite: HI305, last term, completion of all program-specific courses, and permission of the Clinical Placement Team

Health Science (HS)

HS100: Introduction to Health Science

In this introductory course, you will identify current issues in health science and how they relate to chosen health science professions.

Educational and credentialing requirements will be defined for health science occupations. You will review your chosen degree plan, exploring appropriate electives and identifying specific career options based on personal goals and research of the profession. Professional traits and skills for success in the field will be explored as well as discussion of roles and responsibilities of selected health professionals.

Quarter Credit Hours: 5 | Prerequisite: None

HS101: Medical Law and Bioethics

This course emphasizes the basic principles and applications of law, ethics, and bioethics as they relate to the medical arena. It covers legal terms, consent, contracts, physician/patient relationships, professional liability, and various medical issues. Through lectures, class discussions, case studies, and library research, students acquire knowledge of the importance of their professional, legal, and ethical responsibilities.

Quarter Credit Hours: 5 | Prerequisite: None

HS111: Medical Terminology

This course provides a logical understanding of the language of medicine. Basic prefixes, suffixes, word roots, and rules for taking a singular term and making it plural are studied, along with word analysis, word building, spelling, and pronunciation. These principles are applied to the study of the following systems: integumentary, skeletal, muscle/joints, blood and lymphatic, nervous, respiratory, and cardiovascular. Each body system is reviewed with anatomy and physiology; diagnostic, lab, and surgical procedures; and pharmacology for interest and knowledge.

Quarter Credit Hours: 5 | Prerequisite: None

HS140: Pharmacology

This course is a systematic study of basic pharmacology principles with emphasis on the skills and information needed to succeed in a working environment. Topics covered include drug classes, dosage calculations and measurement conversions, drug administration routes, and proper medication documentation procedures.

Quarter Credit Hours: 5 | Prerequisite: None

HS200: Diseases of the Human Body

Studies include principles of vaccinations and disease prevention, chronic diseases, diagnosis and treatments, and the economic impact. You will also learn about infectious diseases, disease etiology, symptoms, diagnostic tests, therapeutic methods, and disease prognosis. In addition, genes, mutations, inheritance, genetic diseases, cancer, and cancer treatments will be reviewed.

Quarter Credit Hours: 5 | Prerequisite: None

HS210: Medical Office Management

The course explores procedural guidelines for accomplishing various administrative tasks in the health care setting. Topics include management of patient information, operational functions, and general workplace competencies of health care employees.

Quarter Credit Hours: 5 | Prerequisite: None

HS215: Medical Insurance and Billing

This course provides an understanding of health care insurance billing and insurance concepts in practice today. It includes medical insurance billing theory and methodology, and covers specific reimbursement theories, health care concepts, and the practical application of third-party insurance rules.

Quarter Credit Hours: 3 | Prerequisite: None

HS220: Medical Coding and Insurance

Using various coding methodologies, students learn basic coding principles used in filing insurance claims. Students also become acquainted with various types of health insurance and insurance terminology.

Quarter Credit Hours: 5 | Prerequisite: Enrollment in the Medical Assistant Certificate

HS230: Health Care Administration

This course discusses the scope and practice of health care administration. Students learn various models of health care delivery systems and social, political, individual, and organizational forces that impact health care delivery. Studies will include marketing, operations, financial, and human resources management, as well as effective communication strategies involved in health care administration.

Quarter Credit Hours: 5 | Prerequisite: None

HS240: Medical Office Accounting

This course will introduce students to the fundamental concepts and practice of medical office accounting. Topics include basic bookkeeping procedures, accounts receivable, payroll, banking processes, petty cash, and billing and collection procedures.

Quarter Credit Hours: 3 | Prerequisite: None

HS250: Cardiac Rhythm Analysis and Telemetry

This course provides an in-depth overview of telemetry and why it is important to monitor a heart's electrophysiology. The course covers basic cardiac terminology, anatomy related to the heart, electrophysiology, an introduction of monitoring principles, and an analysis of common and potentially lethal dysrhythmias, including sinus, atrial, junctional, and ventricular arrhythmias, heart blocks, pacemakers, and special considerations. Additionally, students will become familiar with regulatory and compliance standards to include patient safety, emergency response, documentation, and patient interaction skills. This course prepares students to sit for the Certified Rhythm Analysis Technician Examination offered by Cardiovascular Credentialing International.

Quarter Credit Hours: 5 | Prerequisite: None

HS255: Sterile Processing for Surgical Technologists

This course covers the regulatory standards and recommended practices for surgical technologists. Emphasis is placed on the principles of aseptic and sterile technique, encompassing decontamination and disinfection, and their pertinence in safe patient care practices. Core concepts such as preparation, packaging, and surgical instrumentation are addressed. Knowledge of anatomy and physiology and medical terminology are reinforced from the perspective of surgical technology.

Quarter Credit Hours: 5 | Prerequisite: None

HS275: Professionalism in Health Care

This course introduces students to professionalism in the medical setting. Emphasis is placed upon communication, appearance, diversity, emergency preparedness, and preparation of the professional portfolio. Students prepare a portfolio that contains job search documents.

Quarter Credit Hours: 2 | Prerequisite: None

HS290: Associate's Capstone in Health Science

Designed to be a culminating educational experience, the Associate of Science in Health Science capstone course integrates coursework, knowledge, and skills to enable you to demonstrate mastery of learning across the curriculum. You will complete a summary portfolio addressing requirements in selected career focus areas. Submissions will include, but will not be limited to, assessments demonstrating knowledge and skills, and reflections on learning.

Quarter Credit Hours: 5 | Prerequisite: Final term

HS292: Billing and Coding Practicum

This course is designed to build on the concepts and skills of program courses, specifically medical billing and coding. You will gain practical experience in medical billing, coding, and administrative functions in both an online virtual lab setting and in a health care facility.

Quarter Credit Hours: 3 | Prerequisite: Last term or permission from the Dean

HS298: Externship Extension Course

This course will provide the student with a mentored learning experience in the content area and site selected by the student and approved by the Clinical Coordinator. This course may be taken after a health sciences externship course for the specific purpose of externship hour completion.

Quarter Credit Hours: 0 | Prerequisite: HI295, HI499, MA290, MA295, or MO290

HS305: Research Methods for Health Sciences

This course enables you to explore ethics within the health industry, research methods, and the evaluation of scientific literature. You will engage with health data through database querying, data extraction, and data mining opportunities. You will learn to procure appropriate metrics for analysis, utilize data mining to generate insights into health organizational outcomes, and evaluate health data to make evidence-based decisions. You will use computer software applications to manage data throughout this course.

Quarter Credit Hours: 6 | Prerequisite: None

HS311: Epidemiology and Biostatistics I

In this course, you will explore the use of descriptive statistics within the health industry. You will learn to summarize data by the data center (i.e., central tendency) and data spread (i.e., variability). A focus on visual representation of data will be introduced. You will demonstrate your data analytical skills by proposing recommendations to a health industry issue based on summary statistics and/or health care or epidemiological formulae.

Quarter Credit Hours: 6 | Prerequisite: None

HS312: Epidemiology and Biostatistics II

You will collect and analyze data in order to solve health and clinical problems. In this course, you will study inferential statistics and advanced epidemiological constructs. You will study epidemiology and biostatistics as it applies to peer-reviewed, health-based publications.

Quarter Credit Hours: 6 | Prerequisite: HS311

HS315: Practices in Public Health

This course guides students through the practice of public health. Real-world public health issues are presented and evaluated through the use of case study analysis. Case studies cover fundamental competencies of the public health practitioner, including community health assessment and health policy development. In addition, students will examine problem-solving strategies through problem-based learning.

Quarter Credit Hours: 6 | Prerequisite: None

HS320: Microbiology

This course introduces students to a diverse world of microorganisms including their role in health and disease. Properties of prokaryotes and eukaryotes are discussed, with emphasis on different characteristics of microorganisms including morphology, metabolism, physiochemical characteristics, and genetics. Students learn how microorganisms contribute to all areas of everyday life including food, water, environment, and industry. Important microbial diseases and the immune system and its role in fighting microbial diseases are also explored.

Quarter Credit Hours: 6 | Prerequisite: None

HS410: Organization and Management for Health Care

This course centers on the foundations of health care organizations and systems, particularly the outside influences of licensing and accrediting agencies. The clinical classification systems, clinical vocabularies, and nomenclatures are detailed. The nontraditional role of the health information professional in management and administrative roles is also discussed.

Quarter Credit Hours: 6 | Prerequisite: None

HS415: Environmental Health

This course addresses environmental issues and the principles, scope, and practice of environmental sciences, including investigative methodologies, natural resource management, pollution prevention, and pollution control. The local, state, and federal environmental agencies and regulations governing environmental health are discussed.

Quarter Credit Hours: 6 | Prerequisite: None

HS420: Advanced Health Informatics

The health information field is strongly influenced by data and data standards. This course focuses on the structure and use of health information, storage methods, data sets, and e-health delivery. In addition, the development of clinical, financial, and decision support systems are addressed.

Quarter Credit Hours: 6 | Prerequisite: None

HS440: Finance for Health Care

This course provides you with a description of the current financial environment in which health care organizations operate. It also supplies you, as a future health care decision-maker, with an understanding of key health care finance concepts, basic managerial and accounting principles, the budget process, and tools used for financial analysis. You will be provided focused information on financing, funding, and reimbursement of health services including for-profit, nonprofit, and managed care organizations, as well as governmental programs such as Medicare and Medicaid. Discussions on the application of financial information give students useful information to make financial decisions to better the cost-effectiveness of an organization.

Quarter Credit Hours: 6 | Prerequisite: None

HS450: Strategic Planning and Organizational Development for Health Care

This course provides a foundation in strategic management for health care organizations built on professional ethics, personal integrity, and respect for all persons. You will explore the theoretical, procedural, and cultural aspects of change management through strategic planning and organizational analysis. Evidence-based management skills are explored using the tools and techniques that monitor quality and performance compliance throughout a health care facility.

Quarter Credit Hours: 6 | Prerequisite: None

HS460: Project Design and Management for Health Care

The departments of quality assessment, utilization management, and risk management work closely with the health information department. This course teaches you the principles of project management, reengineering, and work redesign, which are important to the health information professional when working within these departments.

Quarter Credit Hours: 6 | Prerequisite: None

HS484: Independent Direct Study in Health Sciences

In this course, you will engage in an independent, directed studies project focused on a self-selected research project. You will define your professional goals and select a topic of inquiry aligned to those goals. There is flexibility built into the course with the intent of giving you options to synthesize and apply current health science concepts into your own unique health profession and community.

Quarter Credit Hours: 4 | Prerequisite: None

HS490: Health Science Internship

The health sciences undergraduate internship course provides you with the opportunity to focus on acquiring additional knowledge, skills, and abilities to enhance professional success. Opportunities to focus on specific career paths and/or topics in health sciences related to your degree will be emphasized.

Quarter Credit Hours: 6 | Prerequisite: Permission from School of Health Sciences Dean and internship directors

HS499: Bachelor's Capstone in Health Science

This capstone course is the culminating experience for the Bachelor of Science in Health Science. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health sciences.

Quarter Credit Hours: 6 | Prerequisite: Last term

Human Resources (HR)

HR400: Employment and Staffing

In this course, you will examine the human resource functions of employee recruitment, selection, and retention. The course focuses on building interviewing and employee selection skills and addresses the topics of attracting and retaining employees, recruitment methods, job analysis, employment testing, and background checks. The course also includes an overview of employment-related laws and covers techniques for employee orientation and onboarding.

Quarter Credit Hours: 6 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR400M1: Recruiting and Interviewing Employees

Plan the steps involved with the recruitment and interview process.

Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR400M2: Employment-Related Laws

Identify employment-related laws organizations must comply with when hiring.

Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR400M3: Interview Questions and Candidate Analysis

Analyze candidates through the use of interview questions.

Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR400M4: Employment Tools and Documentation

Assess how employment tools and documentation are used for employee selection.

Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR400M5: New Employee Orientation

Develop an orientation plan to use when onboarding new employees.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR400M6: Employee Recruitment and Retention Factors

Examine the factors that influence employee recruitment and retention.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410: Employee Training and Development

This course focuses on issues related to employee training and employee development. Focus is given to how an organization's business strategy provides guidance for employee training and development. In addition, each step in the development of a training and development program is reviewed: needs assessment, transfer of learning, program design, and program evaluation. Special attention is given to the use of technology in training and development, professional organizations involved with training and development, career and management development, and global dimensions of training and development.

Quarter Credit Hours: 6 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410M1: Alignment of Training and Business Strategy

Explain why training and business strategy should be aligned.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410M2: Needs Assessment

Describe how needs assessment should be used in an organization.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410M3: Designing Effective Training Programs

Identify considerations to be used in designing effective training programs.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410M4: Training Evaluation

Apply a training evaluation.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410M5: Employee Development

Apply the employee development planning process.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR410M6: Global Interconnectedness

Practice global interconnectedness as it applies to your field.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR420: Employment Law

This course focuses on the issues related to federal statutes that affect the human resources function. Among topics addressed are employment relationships and procedures, employment discrimination, and employment regulations. Some specific issues covered in the course are EEO, affirmative action, OSHA, employee privacy, and wrongful discharge.

Quarter Credit Hours: 6 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR435: Compensation

This course examines different methods for developing a compensation strategy and the use of compensation strategies for motivating and rewarding employee performance. Compensation and reward systems are important tools that are used to motivate employees and to gain employee commitment to a company's mission. Methods of determining the relative value of jobs, in relation to compensation, are also examined. This course covers how to assess and diagnose compensation issues and how to develop appropriate solutions. In addition, students analyze the role of the government and identify methods for managing compensation structures.

Quarter Credit Hours: 6 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485: Strategic Human Resource Management

This course focuses on a strategic approach to human resource management and the strategies for achieving organizational goals. You will learn the elements that support human resource strategies and how to positively impact organizational performance. You will also gain expertise in human resource analytics and how to lead through organizational change. A key emphasis of the course is how human resource decisions advance the strategies of an organization.
Quarter Credit Hours: 6 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485M1: Human Resource Strategy

Define the elements that support a human resources strategy.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485M2: Strategic Human Resource Management

Explain a strategic approach to human resource management.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485M3: Organizational Performance

Illustrate the factors that affect an organization's performance.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485M4: Organizational Change

Analyze the strategies for leading organizational change.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485M5: Human Resource Metrics

Interpret human resource metrics.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

HR485M6: Strategic Human Resource Decisions

Assess how strategic human resource decisions advance the strategies of an organization.
Quarter Credit Hours: 1 | Prerequisite: MT203 or enrollment in the Human Resources Postbaccalaureate Certificate

Human Services (HN)

HN115: Human Services Program and Profession

The course introduces you to the human services field and the human services degree programs. The field of study, skill sets, and the various human service agencies and diverse populations encountered in the field will be discussed. You will research the human services degree and course offerings along with your professional and personal goals in order to map out your specific degree plan and career goals.
Quarter Credit Hours: 5 | Prerequisite: None

HN144: Human Behavior and the Environment

Working as a human service professional demands an understanding of the differences and similarities in human behavior. This course will focus on the basic systems or influences that help to define, identify, and explain behavior. Students will examine how family structures, institutions, organizations, and communities contribute to the complex issues facing diverse populations in the twenty-first century. Students will examine ways to incorporate these theories to help them develop practical intervention skills.

Quarter Credit Hours: 5 | Prerequisite: None

HN200: Survey of Social Problems

The course exposes students to a broad array of social problems that affect the lives of many Americans. Students will gain insight and tools to analyze social problems, potential solutions, and the effects of these problems on individuals and society. Students will also reflect on their role as change agents for the clients with whom they work.

Quarter Credit Hours: 5 | Prerequisite: None

HN205: Applied Skills for Human Services

Students will gain an understanding of the basic interviewing skills and documentation techniques required of a human service worker. Students will learn how to respond to a variety of situations involving clients with different needs and backgrounds, ask probing questions to elicit the required information, and document the client's needs correctly, considering confidentiality, legal, and ethical implications. The course also addresses a number of other issues critical in human services such as problem solving, avoiding self-disclosure, and cultural sensitivity in verbal and nonverbal communications.

Quarter Credit Hours: 5 | Prerequisite: None

HN220: Prevention and Crisis Intervention

You will learn appropriate and ethical prevention and intervention strategies. Using case studies and scenarios, you will identify risk factors that contribute to crises and distinguish between intervention and prevention strategies. Particular attention is given to crises involving youth and families in a variety of settings.

Quarter Credit Hours: 5 | Prerequisite: HN144

HN299: Associate's Capstone for Human Services

This capstone course is the culminating experience for the Associate of Applied Science in Human Services. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 5 | Prerequisite: Completion of the final term of the Associate of Applied Science in Human Services or permission from the program Dean

HN300: Human Services and Social Policy

This course provides an overview of the issues and conditions that result in the need for human services. You will analyze historical and current events impacting the human services profession. In addition, you will explore the various systems impacting the profession and techniques to effect social change.

Quarter Credit Hours: 6 | Prerequisite: None

HN330: Case Management in Human Services

Students will learn the importance of time management, how to prioritize and organize data, and the skills critical for working effectively with human services clients. Through the use of case studies, students will assess client needs and determine the types of data necessary to ensure the ethical delivery of services. Students will practice essential interviewing skills and explore best practices in recording data from these interviews.

Quarter Credit Hours: 6 | Prerequisite: None

HN345: Public Relations in Not-For-Profit Organizations

Students will acquire the skills administrators use to develop successful relationships with the community and media. They will develop effective public relations strategies for not-for-profit organizations. This will include distinguishing between audiences and tailoring the strategies appropriately. Students will also analyze the influence of the media on providing ethical services to clients.

Quarter Credit Hours: 6 | Prerequisite: None

HN347: Public Personnel Administration

You will examine the complexities of public personnel issues faced by human services administrators. Through the use of case studies and activities, you will differentiate between the issues affecting the public and private sectors. You will also create solutions to these issues.

Quarter Credit Hours: 6 | Prerequisite: HN200

HN360: The Aging Population and Society

This course will focus on the fastest-growing population in the United States. Students will examine research in the field of gerontology and analyze the effects on society of serving the aging population. Topics include the health care system, the economy, legislation and social action, and the media's influence on society's perception of the elderly. Students will analyze the current issues that have shaped ethical interventions for the elderly in a global society.

Quarter Credit Hours: 6 | Prerequisite: HN144

HN365: Psychology of Aging

This course focuses on developmental research about the psychological characteristics of aging. Students will explore common perceptions and misconceptions about development in later life, as well as the social and biological factors that contribute to the maturation of the aging person. Students will evaluate psychological theories that will aid them in developing ethical interventions.

Quarter Credit Hours: 6 | Prerequisite: HN144

HN370: Child Welfare and Family

This course will assist you in working with children and their families in a human services setting. You will examine how the family functions as a system, will learn how to apply ethical reasoning to work with diverse children and families, and will identify state regulations for mandated reporting. You will also evaluate intervention resources relative to work with children and families and create ethical interventions to serve children and families.

Quarter Credit Hours: 6 | Prerequisite: HN144

HN377: Studies in Child and Adolescent Development

This course explores the various aspects of child and adolescent development, including the psychological, social, emotional, cognitive, and biological changes specific to these age groups. Students will identify milestones of development, typical and atypical behavior, and the interrelationship between the person, family, and community. Using real-world scenarios, students will design ethical interventions based on the theoretical understanding of this population.

Quarter Credit Hours: 6 | Prerequisite: HN144

HN400: Proposal Designs for Human Services

Students will be introduced to a variety of proposal models used in human services. They will research potential funding opportunities that meet predetermined criteria. Students will analyze existing proposals and design a proposal with a focus specific to human services delivery programs.

Quarter Credit Hours: 6 | Prerequisite: None

HN410: Human Services Delivery

This course focuses on a strategic approach to researching and evaluating services delivered to clients. Topics will include an overview of what research is all about and why it is important for human services programs. In addition, quantitative and qualitative approaches, single-system research designs, as well as group research designs, ethical considerations, measurement tools, and other concepts relevant to research and evaluation of human services programs will be discussed. Students will learn the skills and knowledge necessary to interpret the data they collect as it relates to researching and evaluating the effectiveness of human services programs. Using real-world scenarios, students will design ethical plans to research and evaluate interventions for clients.

Quarter Credit Hours: 6 | Prerequisite: HN330

HN420: Social and Health Care Issues in Aging

This course explores the effects of aging on the elderly population's social, emotional, and physical health. Students will examine the influences of health, nutrition, and social relationships on adults in the later stages of life. Topics will include retirement, housing and transportation, leisure and recreation, family life, social support, elder abuse, bereavement, and death and dying. Using real-world scenarios, students will develop solutions to some of the dilemmas faced by this growing population.

Quarter Credit Hours: 6 | Prerequisite: HN144

HN430: Advocacy for Families and Youth

Very often, human services professionals are called upon to be advocates for children and families in need. Advocates must know how to help others that cannot, for one reason or another, help themselves. In this course, students will be introduced to the roles and skills necessary to intervene on behalf of children and families as a human service professional. Students will analyze the influence of biological, social, economic, and cultural forces on children and their families. As a result, students will design ethical interventions that will aid them in their role as an advocate for those in need.

Quarter Credit Hours: 6 | Prerequisite: None

HN450: Legal and Ethical Issues in Human Services

You will distinguish between the legal and ethical issues faced by the human service worker in a global society. Through activities and case studies, you will create solutions that adhere to legal and ethical guidelines in human services. The solutions will align with issues found in administration or child and family welfare.

Quarter Credit Hours: 6 | Prerequisite: HN200

HN498: Bachelor's Capstone for Human Services in Youth and Family Services and Administration

This capstone course is the culminating experience for the Bachelor of Science in Human Services. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission of the Dean

HN499: Bachelor's Capstone for Human Services

This capstone course is the culminating experience for the Bachelor of Science in Human Services. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Completion of the final term of the Bachelor of Science in Human Services or permission from the Dean

Humanities (HU)

HU200: Arts and Humanities - Modern Creative Expressions

As a human, you have the unique ability to appreciate beauty. This course will help you to discover human potential as expressed through the arts and humanities. In this course, you will evaluate the impact of creative expression on cultures by studying examples from the humanities disciplines. You will investigate how creative expressions broaden perspective. As an arts and humanities student, you will analyze forms of creative expression, and discover how to apply this new found insight to your career goals, community, and daily experience.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

HU200M1: The Humanities and Photography

Examine the influence of contemporary culture on arts and humanities.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU200M2: Painting and Architecture

Analyze selected examples of creative expression.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU200M3: Theatre and Literature

Evaluate the impact of creative expressions on contemporary culture.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU200M4: Cinema and Music

Apply the influence of arts and humanities to daily experiences.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU200M5: Television and the Interrelationship of the Arts

Investigate how creative expressions can broaden perspective.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU245: Ethics

In this course, students develop sound ethical reasoning and judgment through the study of practical applications of ethical theories. Topics studied include ethics as it relates to business, health care, society, and the environment. Emphasis is on practical applications of ethical principles and analytical methods.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

HU245M1: Theories of Morality

Compare various ethical theories.

Quarter Credit Hours: 1 | Prerequisite: None

HU245M2: Bioethics

Discuss the ethical reasoning of opposing perspectives.

Quarter Credit Hours: 1 | Prerequisite: None

HU245M3: Social Ethics

Analyze the effects of ethical decision making on human behavior.

Quarter Credit Hours: 1 | Prerequisite: None

HU245M4: Business Ethics

Analyze contemporary ethical issues.

Quarter Credit Hours: 1 | Prerequisite: None

HU245M5: Environmental Ethics

Discuss the ethical reasoning of personal perspectives.

Quarter Credit Hours: 1 | Prerequisite: None

HU250: Humanities and Culture

In this course you will be introduced to the humanities through a survey of human social and cultural life in a global setting. By investigating the social, artistic, religious, and economic developments of countries throughout the world, you will better understand each country's cultural identity as well as begin to appreciate cultural continuity and change as defining characteristics of the human experience.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

HU250M1: Cultural Developments and Artistic Expressions

Assess the relationship between social, political, and cultural developments and artistic expressions.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU250M2: Creative Expressions and New Perspectives

Analyze how creative expressions can broaden perspective.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU250M3: Global Cross-Cultural Influences

Examine cross-cultural influence in global cultures.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU250M4: Revolutions in Culture

Examine the effects of cultural revolutions on societies.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU250M5: Integrating Cultural Expressions

Relate forms of cultural expression to your life.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

HU280: Bioethics

In this course, students develop and apply sound ethical reasoning and judgment to important issues in health care. Topics studied include access to health care, medical privacy, end-of-life care, genetic screening, and emerging genetic technologies. Emphasis is on practical applications of ethical principles and analytic methods.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

HU320: Culture - Religion and Identity

We live in a diverse world with global economies, internationally mobile workforces, and networked conference/call centers, as well as megachurches, cathedrals, synagogues, ashrams, mosques, and temples. In order to communicate effectively with people from a variety of religious backgrounds, students must be knowledgeable about the origins and belief systems of the main contemporary religions. This course will provide a journey into the philosophical, historical, and sociological elements of religions that have both influenced and have been influenced by cultures. Through historical accounts, stories, virtual field trips, and philosophical readings, students will discover the values and meaning that religions provide to individual people, and thus the common threads that should allow effective communication.

Quarter Credit Hours: 6 | Prerequisite: Any college composition course

HU345: Critical Thinking

This course helps students apply tools of informal logic and critical thinking to practical situations they encounter in everyday life. Students will learn how to use methods of critical thinking to evaluate arguments, claims, and strategies for constructing sound arguments. They will also learn how to identify and respond to faulty or manipulative reasoning in their own thinking and arguments, and in the thinking and arguments of others. In addition, students will assess the reasoning found in mass media (such as websites, advertisements, and newspapers). Finally, students will apply the concepts they study to real-world issues of personal and professional significance.

Quarter Credit Hours: 6 | Prerequisite: Any college composition course

Information Systems and Technology (IT)

IT104: Introduction to Cybersecurity

Entities and organizations must be able to protect not only their network infrastructure, but also their personnel and customers from data loss and identity theft. This course introduces the topic of cybersecurity and how it has evolved over the last several decades. In this course, you will examine the concepts and challenges of cybersecurity from its evolution over the past decades to the increasing cyberthreats that exist today.

Evolving trends that impact cybersecurity will be discussed, including the use of mobile devices, cloud computing, and the increased sophistication of attacks. You will study cybersecurity's role in physical and cyber incidents. Cybersecurity design is examined from a high level, as is the role of the cybersecurity professional in today's information technology environment. This course is designed, among other things, to provide you with the foundational knowledge necessary to pursue relevant certifications. While the course may provide you with the knowledge necessary to sit for an examination, the University cannot guarantee your eligibility either to take an exam or to become certified.

Quarter Credit Hours: 5 | Prerequisite: None

IT104M1: Cybersecurity Overview

Examine the field of cybersecurity, including career opportunities and pathways to cybersecurity certifications.

Quarter Credit Hours: 1 | Prerequisite: None

IT104M2: Security Assessments

Discuss the role of security assessments.

Quarter Credit Hours: 1 | Prerequisite: None

IT104M3: Security Controls

Differentiate the roles of internal and external security controls.

Quarter Credit Hours: 1 | Prerequisite: None

IT104M4: Operations and Personnel Security

Identify operations security and personnel cybersecurity issues.

Quarter Credit Hours: 1 | Prerequisite: None

IT104M5: Current Threats and Future Issues

Explain current cybersecurity threats and the future of cybersecurity.

Quarter Credit Hours: 1 | Prerequisite: None

IT111: Programming Concepts

This course exposes you to programming language and concepts. You will practice modularization using a variety of methods; learn the value of creating reusable objects; and apply programming techniques of assignment, iteration, and decision-making.

Quarter Credit Hours: 5 | Prerequisite: None

IT111M1: Elements of Object Programming

Recognize the elements of object programming: classes, objects, and methods to application development.

Quarter Credit Hours: 1 | Prerequisite: None

IT111M2: Parameters and Arguments

Apply the programming constructs of parameters and arguments.

Quarter Credit Hours: 1 | Prerequisite: None

IT111M3: Iteration, Assignment, and Decision-Making

Apply the programming constructs of iteration, assignment, and decision-making.

Quarter Credit Hours: 1 | Prerequisite: None

IT111M4: Functions

Apply the programming constructs of functions.

Quarter Credit Hours: 1 | Prerequisite: None

IT111M5: Storyboards for Design

Implement programming design concepts through creation of storyboards.

Quarter Credit Hours: 1 | Prerequisite: None

IT117: Website Development

In this course, you investigate Internet technologies. You learn the concepts of web development along with web page design. By creating an individual online portfolio or biography using HTML, HTML5, and CSS (Cascading Style Sheets), you develop skills for today and tomorrow. This course will enable you to self-promote and demonstrate your skills to an audience via the web.

Quarter Credit Hours: 5 | Prerequisite: None

IT117M1: Website Project Planning

Complete a detailed plan for a website project in a formal design document.

Quarter Credit Hours: 1 | Prerequisite: None

IT117M2: HTML and Images

Apply HTML and images to create professional web pages.

Quarter Credit Hours: 1 | Prerequisite: None

IT117M3: CSS and HTML

Integrate CSS with HTML to create a visually appealing website.

Quarter Credit Hours: 1 | Prerequisite: None

IT117M4: HTML Forms

Develop HTML forms with form-field validation.

Quarter Credit Hours: 1 | Prerequisite: None

IT117M5: Constructing Functional Websites

Construct a well-designed and fully functional website using HTML and CSS.

Quarter Credit Hours: 1 | Prerequisite: None

IT133: Microsoft Office Applications on Demand

This course teaches you to use the current Microsoft Office suite of applications. Topics include an introduction to Word, Excel, PowerPoint, and cloud-based file management systems. You will also learn how to analyze appropriate software applications to address solutions within a profession.

Quarter Credit Hours: 5 | Prerequisite: None

IT133M1: Operating System and Services

Use the computer operating system and cloud-based services to set preferences and manage files.

Quarter Credit Hours: 1 | Prerequisite: None

IT133M2: Word Processing Skills

Create documents using various functions of word processing software.

Quarter Credit Hours: 1 | Prerequisite: None

IT133M3: Spreadsheet Skills

Create spreadsheets using basic spreadsheet functions.

Quarter Credit Hours: 1 | Prerequisite: None

IT133M4: Computer Presentation Skills

Create computer-generated, on-screen presentations.

Quarter Credit Hours: 1 | Prerequisite: None

IT133M5: Software Solutions and Analysis

Analyze appropriate software application(s) to address solutions within a specific discipline.

Quarter Credit Hours: 1 | Prerequisite: None

IT153: Spreadsheet Applications

This course examines spreadsheet concepts including calculations, formulas, built-in functions, and spreadsheet design. You will create spreadsheets and manipulate data to solve business problems. The course further explores topics such as charts, data tables, pivot tables, and what-if analysis.

Quarter Credit Hours: 5 | Prerequisite: None

IT163: Database Concepts Using Microsoft Access

This course is an introduction to relational database management systems. You will use a relational database management system to create and maintain a database. You will create filters, sorts, queries, forms, and reports. Emphasis will be placed on the skills needed to meet user requirements.

Quarter Credit Hours: 5 | Prerequisite: None

IT163M1: Effective Design Concepts

Synthesize database concepts needed to effectively design a database.

Quarter Credit Hours: 1 | Prerequisite: None

IT163M2: Relational Databases

Create relational databases with multiple entities and relationships.

Quarter Credit Hours: 1 | Prerequisite: None

IT163M3: Database Forms

Create forms to input data.

Quarter Credit Hours: 1 | Prerequisite: None

IT163M4: Structured Query Language

Use Structured Query Language (SQL) to manage data.

Quarter Credit Hours: 1 | Prerequisite: None

IT163M5: Database Reports

Construct reports to retrieve data.

Quarter Credit Hours: 1 | Prerequisite: None

IT190: Information Technology Concepts

You will explore concepts of information technology including hardware, software, and networks. You will also gain a practical understanding of how computer hardware and operating systems work. Topics include personal computer configuration and maintenance, along with the essentials of system software installation and administration.

Quarter Credit Hours: 5 | Prerequisite: None

IT190M1: Hardware Components

Describe hardware components.

Quarter Credit Hours: 1 | Prerequisite: None

IT190M2: Software Applications

Explain different types of software applications.

Quarter Credit Hours: 1 | Prerequisite: None

IT190M3: System Software

Discuss the functions of system software.

Quarter Credit Hours: 1 | Prerequisite: None

IT190M4: Computer Network Components

Describe the components of a computer network.

Quarter Credit Hours: 1 | Prerequisite: None

IT190M5: Computer and Network Security

Explain how to secure and protect computers and computer networks.

Quarter Credit Hours: 1 | Prerequisite: None

IT213: Software Development Concepts

This course introduces the fundamentals of software engineering, demonstrating how the fundamentals are the same across multiple programming languages. The core principles found in every programming language are investigated. You will design, develop, debug, and test simple applications using your choice from the programming language options.

Quarter Credit Hours: 5 | Prerequisite: IT117

IT214: Foundations of Web Design

This is a fast-paced course in web design. You will learn the basic concepts of web page design. The concepts begin with the planning stages of site mapping and storyboards. Elements such as tables, forms, rollover buttons, hyperlinks, text formatting and management, navigation systems, and inserting multimedia will be explored. By creating an individual online portfolio or biography and implementing the current versions of Hypertext Markup Language (HTML) and Cascading Style Sheets (CSS), you will develop skills for today and tomorrow.

Quarter Credit Hours: 5 | Prerequisite: IT111 and IT117 (or equivalent)

IT222: Introduction to Cloud Computing

This course takes you beyond the definitions of cloud computing and into the realm of architecture-driven practices and principles. It will lead you from start to finish with the essential concepts and technologies of cloud computing, its history, innovation, and business rationale. The course will use informative case studies to illustrate the rich and real-world landscape of organizational decision making as it relates to cloud adoption and implementation. You will be exposed to cloud architectural models, service requirements, infrastructure, and security.

Quarter Credit Hours: 5 | Prerequisite: None

IT222M1: Cloud Computing Concepts

Describe the key terminologies, fundamental concepts, and models that define the cloud computing paradigm.

Quarter Credit Hours: 1 | Prerequisite: None

IT222M2: Moving to Cloud Computing

Investigate the business, economic, security, and productivity justifications and issues involved in moving to cloud computing.

Quarter Credit Hours: 1 | Prerequisite: None

IT222M3: Foundational Technologies and Architectures for Cloud Computing

Analyze the technologies and architectures that provide the foundation for cloud computing.

Quarter Credit Hours: 1 | Prerequisite: None

IT222M4: Cloud Computing Design Patterns and Architecture

Examine basic and advanced cloud computing design patterns and architectures.

Quarter Credit Hours: 1 | Prerequisite: None

IT222M5: Financial Considerations for Cloud Adoption

Use performance and cost metrics, as well as pricing models, to make decisions related to cloud adoption and management.

Quarter Credit Hours: 1 | Prerequisite: None

IT227: Cloud Infrastructure Administration

You will learn about administering infrastructure in the cloud. You will compare and contrast administering on-premise environments and cloud environments. Finally, you will complete hands-on labs in a cloud environment.

Quarter Credit Hours: 5 | Prerequisite: IT222

IT227M1: Information Technology Infrastructures

Analyze different types of information technology infrastructures.

Quarter Credit Hours: 1 | Prerequisite: IT222

IT227M2: Cloud Architecture Concepts

Summarize the cloud architecture as it relates to infrastructure.

Quarter Credit Hours: 1 | Prerequisite: IT222

IT227M3: Cloud Orchestration Concepts

Summarize cloud orchestration versus locally managed systems.

Quarter Credit Hours: 1 | Prerequisite: IT222

IT227M4: Cloud-Based Analysis

Analyze information after performing hands-on activities in the cloud.

Quarter Credit Hours: 1 | Prerequisite: IT222

IT227M5: Working With a Cloud Provider

Recommend a strategy when using a cloud provider.

Quarter Credit Hours: 1 | Prerequisite: IT222

IT232: Software Design and Development Concepts

This is an intermediate course in the design and development of programs offering students a choice of implementation and demonstrating how design and programming concepts are universal. Students will apply software design techniques, software process models, object-oriented programming concepts, and secure data-handling techniques. Students will design, develop, debug, and test intermediate-level applications using their choice from the programming language options.

Quarter Credit Hours: 5 | Prerequisite: IT213 | Corequisite: IT302 (recommended for Bachelor of Science in Information Technology students)

IT234: Database Concepts

This course prepares you to learn database programming. You will be exposed to the essential concepts of database management systems and SQL programming language. This course will provide you with the business context in which data is used and how it is transformed into information. You will identify the information needs and general usage of data within the modern business context and link the use of relational database management systems to the data needs of the organization.

Quarter Credit Hours: 5 | Prerequisite: IT163

IT234M1: Database Management Concepts

Demonstrate the fundamental concepts of Database Management systems.

Quarter Credit Hours: 1 | Prerequisite: IT163

IT234M2: Data Definition Language

Explore data definition language (DDL) statements to define the database structure or schema.

Quarter Credit Hours: 1 | Prerequisite: IT163

IT234M3: Data Manipulation Language

Explore data manipulation language (DML) statements to manage data within schema objects.

Quarter Credit Hours: 1 | Prerequisite: IT163

IT234M4: Advanced SQL

Discover more advanced SQL such as security commands and logins.

Quarter Credit Hours: 1 | Prerequisite: IT163

IT234M5: Analytical and Non-Relational Database Alternatives

Investigate analytical and nonrelational database alternatives.
Quarter Credit Hours: 1 | Prerequisite: IT163

IT247: Fundamentals of Web Graphics

You will learn how to create appropriate web graphics using popular image editing tools. Throughout the course, you will create a collection of custom graphics that will be displayed in an e-Portfolio layout. Topics will include resizing, resolution, optimization, digital photo enhancement, custom banner and button creation, and more.
Quarter Credit Hours: 5 | Prerequisite: IT214

IT261: Desktop Administration

This course prepares networking students to install, configure, and administer a desktop operating system. You will learn to automate operating system installation, set up and manage user accounts, and configure local file systems. You will learn to configure and troubleshoot both local and network printers, manage and troubleshoot access to shared folders, and recover from system failures.
Quarter Credit Hours: 5 | Prerequisite: IT190

IT262: Certified Ethical Hacking I

This course covers the tools and procedures needed to perform ethical hacking. Ethical hacking, which is also known as penetration testing, is a procedure employed by organizations where the tester attempts to penetrate or compromise a computer or network. In so doing, organizational vulnerabilities are brought to light, which allows the organization to mitigate the vulnerabilities uncovered. This course is designed, among other things, to provide you with the foundational knowledge necessary to continue your studies for the EC-Council Certified Ethical Hacker certification. While the course may provide you with the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.
Quarter Credit Hours: 5 | Prerequisite: None

IT273: Networking Concepts

This course introduces the concepts behind today's networks. It outlines current network design, explaining the OSI Model and the methods of carrying data over wired and wireless media. Other topics include network design components, such as topologies and access methods, administration of network operating systems, and troubleshooting methods for data transmission and recovery.
Quarter Credit Hours: 5 | Prerequisite: None

IT273M1: Networking Concepts

Appraise network architectures, models, topologies, and structures used in networking.
Quarter Credit Hours: 1 | Prerequisite: None

IT273M2: Networked Environments

Differentiate between the various types of network media, TCP/IP core protocols, and IPv4 addressing schemes typically used in a networked environment.
Quarter Credit Hours: 1 | Prerequisite: None

IT273M3: Data Transmission

Analyze LAN switching methods and related devices used for data transmission.
Quarter Credit Hours: 1 | Prerequisite: None

IT273M4: Wide Area Networks and Wireless Technologies

Analyze wide area networks and wireless technologies used in organizational or individual computing.
Quarter Credit Hours: 1 | Prerequisite: None

IT273M5: Global Interconnectedness

Practice global interconnectedness as it applies to Information Technology.
Quarter Credit Hours: 1 | Prerequisite: None

IT275: Linux System Administration

This Linux course prepares you for the Linux Professional Institute's LPIC-1: System Administrator certification. You will learn to install, configure, administer, and secure the Linux operating system. Command-line instructions are heavily emphasized. Emphasis is placed on applied skills that address real-world challenges such as managing file structure, network services, and system security.
Quarter Credit Hours: 5 | Prerequisite: IT273

IT275M1: Linux Software Packaging System

Use the command line and the Linux software packaging system.
Quarter Credit Hours: 1 | Prerequisite: IT273

IT275M2: Configuring the Linux Operating System

Configure the key features of the Linux operating system.
Quarter Credit Hours: 1 | Prerequisite: IT273

IT275M3: Modifying Files

Modify the Linux files in Linux for booting the system.
Quarter Credit Hours: 1 | Prerequisite: IT273

IT275M4: Creating Accounts

Create user and group accounts within Linux.
Quarter Credit Hours: 1 | Prerequisite: IT273

IT275M5: Configuring Security

Create scripts securing the Linux operating system.
Quarter Credit Hours: 1 | Prerequisite: IT273

IT277: Certified Information Systems Security Professional I

This course covers the essential material comprising the first two study domains in the Certified Information Systems Security Professional (CISSP) Common Body of Knowledge (CBK). These two domains include asset security and access management. The information covered is vital in gaining a threshold understanding of the field of cybersecurity, and will enable you to implement access control methods, prevent access control attacks, and select controls and countermeasures based on security evaluation models. This course is designed, among other things, to provide you with the foundational knowledge necessary to pursue CISSP certification. While the course may provide you with the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.
Quarter Credit Hours: 5 | Prerequisite: None

IT278: Network Administration

In many organizations, the network administrator is the wizard behind the curtain. Network connections between users and computers seem to magically perform the transmissions required for daily operations. In this course, you are introduced to basic network administration. You install and configure a network operating system in a virtualized environment and practice administrative tasks. You perform hands-on exercises demonstrating server management, user account creation, file access, storage backup, and security settings.
Quarter Credit Hours: 5 | Prerequisite: IT273

IT278M1: Network Operating Systems

Examine the features, editions, roles, and installation methods of a network operating system.
Quarter Credit Hours: 1 | Prerequisite: IT273

IT278M2: Network Access Administration

Administer server roles, features, storage options, file and print services, and file and folder permissions.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT278M3: Active Directory Configuration

Configure Active Directory including domains, organizational units, user accounts, and group policy while ensuring compatibility with global networks.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT278M4: TCP/IP, DNS, and DHCP Configuration

Configure TCP/IP, DNS (Domain Name System), and DHCP (Dynamic Host Configuration Protocol) on a network server.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT278M5: Virtualization Management

Manage virtualization using Hyper-V.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT279: Certified Information Systems Security Professional II

This course covers the essential material comprising three study domains in the Certified Information Systems Security Professional (CISSP) Common Body of Knowledge (CBK). These three domains are security engineering, network security, and software development security. The information covered is vital in gaining a threshold understanding of the field of cybersecurity, and will enable you to assess the vulnerabilities of security solutions, design secure communication channels, and apply security controls in the software development environment. This course is designed, among other things, to provide you with the foundational knowledge necessary to pursue CISSP certification. While the course may provide you with the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.

Quarter Credit Hours: 5 | Prerequisite: IT277

IT283: Networking with TCP/IP

This course provides a thorough examination of the protocols and services in the TCP/IP protocol suite. Students gain an understanding of how network traffic is encapsulated and transported by TCP/IP on local area networks and on wide area networks, including the Internet. Students learn about message addressing and forwarding, and how network errors are resolved.

Quarter Credit Hours: 5 | Prerequisite: IT273

IT283M1: TCP/IP, IPv4 and IPv6 Addressing, and Basic IP Packet Structures

Examine the TCP/IP networking model, IPv4 and IPv6 addressing, and basic IP packet structures.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT283M2: Lower Layer Protocols

Analyze the protocols that operate at the lower layers of the TCP/IP model.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT283M3: IPv6 Neighbor Discovery, Addressing, and Name Resolution

Analyze IPv6 Neighbor Discovery, and addressing and name resolution on IP networks.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT283M4: TCP/IP Transport Layer Protocols

Examine TCP/IP Transport Layer Protocols.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT283M5: IPv4 and IPv6 Comparison

Differentiate between IPv4 and IPv6 regarding deployment, benefits, and IP security.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT286: Network Security Concepts

This course introduces you to the essential knowledge required to secure today's networks. You will learn to identify threats and vulnerabilities and to apply effective strategies to prevent data breaches. The course discusses topics such as risk assessment; compliance and operational security; access control and authorization management; intrusion detection; application hardening; malicious attacks; and cryptography. It outlines a security professional's responsibilities and discusses the skills needed to protect an organization's data and network infrastructure.

Quarter Credit Hours: 5 | Prerequisite: IT273

IT286M1: Risk Assessment and Network Monitoring

Examine the process of risk assessment and network monitoring.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT286M2: Device and Infrastructure Security

Investigate device and infrastructure security, access control, authentication, and authorization.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT286M3: Protections Measures

Explain the protection of wireless networks and cloud services, and the hardening of hosts and applications.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT286M4: Cryptography

Examine cryptography methods, vulnerabilities, threats, and malicious attacks.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT286M5: Security Awareness and Enforcement

Explore social engineering, security administration, disaster recovery, and incident response.

Quarter Credit Hours: 1 | Prerequisite: IT273

IT288: Security+ Certification Prep

This course focuses exclusively on CompTIA's Security+ Certification exam. Currently the SYO 401 exam consists of six domains. Time will be spent on each of the following: network security, compliance and operational security, threats and vulnerabilities, application data and host security, access control and identity management, and cryptography. This course is designed, among other things, to provide you with the foundational knowledge necessary to continue the pursuit of the Security+ certification. While the course may provide you with the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.

Quarter Credit Hours: 5 | Prerequisite: IT286 or permission of the Department Chair

IT296: Associate's-Level Information Technology Internship

This course gives associate's-level students practical job experience in the information technology field. The externship provides students an opportunity to learn about the IT career field through practical, real-world experiences and mentoring from an IT professional. This experience will enrich students' technology skills and provide a better understanding of the level of expertise needed to be successful in their career.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses; minimum GPA of 2.0

IT299: Associate's Capstone in Information Technology

This course is designed to build on the concepts of all information technology courses you have taken as a part of your degree plan. The capstone course integrates problem-solving techniques and implementation solutions studied in the information technology courses. You will research particular problems or issues you select, analyze the major concerns, and recommend viable information technology solutions to resolve or improve the problems or issues.
Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

IT301: Project Management I

This course introduces you to the principles of project management. You will gain knowledge of the project management skills and processes needed to select, initiate, and plan a project. You will explore the project management knowledge areas. Topics include creating the project charter, developing project scope statements, creating the project schedule and budget, and risk planning.
Quarter Credit Hours: 6 | Prerequisite: None

IT301M1: Project Management Framework

Analyze the Project Management Framework to identify relationships between process groups and knowledge management areas.
Quarter Credit Hours: 1 | Prerequisite: None

IT301M2: Triple Constraints Management

Create project artifacts to effectively establish project management triple constraints.
Quarter Credit Hours: 1 | Prerequisite: None

IT301M3: Project Risk and Resource Management

Create project artifacts to plan and manage project risk and resources.
Quarter Credit Hours: 1 | Prerequisite: None

IT301M4: Project Execution Management

Create project artifacts to effectively manage and control project execution.
Quarter Credit Hours: 1 | Prerequisite: None

IT301M5: Project Management Ethics and Integrity

Explain why ethics and integrity are important to the field of IT.
Quarter Credit Hours: 1 | Prerequisite: None

IT301M6: Project Management Global Interconnectedness

Practice global interconnectedness as it applies to your field of study.
Quarter Credit Hours: 1 | Prerequisite: None

IT302: Human Computer Interaction

This course introduces you to the field of human computer interaction (HCI). You will survey HCI history and theory, and examine standard principles that are necessary to produce effective interface designs for the consumer. You will also learn about development methodologies, evaluation techniques, task analysis, and prototyping. Activities include observation and analysis of various types of interfaces, plus the use of professional tools to create a new interface design.
Quarter Credit Hours: 6 | Prerequisite: 200-level or above IT course; upper-level students only

IT302M1: HCI Theories and Principles

Examine human-computer interaction theories and principles.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT302M2: HCI Principles and the Discovery Process

Evaluate human-computer interaction principles and the discovery process.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT302M3: Text and Typography in Design

Relate the value of screen components, color theories, and typography in human-computer interaction.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT302M4: Auditory Components

Assess auditory components, accessibility, and redundancy concepts for human-computer interaction.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT302M5: Haptics

Assess the future of haptics in interface design.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT302M6: Interface Design

Design a user interface with appropriate professional tools.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT303: Application Development, Virtualization, and the Cloud

This advanced computer virtualization course will include hands-on practice and is designed for individuals who have an understanding of operating systems and programming concepts. Students study several methods of applying virtualization locally and in a hosted environment. Students will create a workable software program within a virtual server and in a cloud service solution.
Quarter Credit Hours: 6 | Prerequisite: IT222 and IT232

IT303M1: Virtual Operating System Concepts

Describe a virtual operating system and how it works.
Quarter Credit Hours: 1 | Prerequisite: None

IT303M2: Implementing Virtual Machines and Applications

Implement virtual machines and applications within organizations.
Quarter Credit Hours: 1 | Prerequisite: None

IT303M3: Virtualization Technologies

Analyze several types of virtualization technologies.
Quarter Credit Hours: 1 | Prerequisite: None

IT303M4: Cloud-Based Solutions

Analyze several types of cloud-based solutions.
Quarter Credit Hours: 1 | Prerequisite: None

IT303M5: Cloud Solution Cost Structures

Investigate the cost structure of cloud solutions as compared to on-premise systems.
Quarter Credit Hours: 1 | Prerequisite: None

IT303M6: Addressing Cloud-Based Security Threats

Integrate solutions and strategies for cloud-based security threats.
Quarter Credit Hours: 1 | Prerequisite: None

IT304: Application Development and Scripting in the Cloud

You will learn about administrative programming in cloud environments using prevalent scripting languages.
Quarter Credit Hours: 6 | Prerequisite: None

IT304M1: Cloud Architecture for Software Development

Explore cloud architecture for software development.
Quarter Credit Hours: 1 | Prerequisite: None

IT304M2: Scripting Languages Concepts

Explore scripting languages.
Quarter Credit Hours: 1 | Prerequisite: None

IT304M3: Implementing Scripting Languages in the Cloud

Explain how to use scripting languages for cloud solutions.
Quarter Credit Hours: 1 | Prerequisite: None

IT304M4: Programming Practices

Apply programming practices using scripting languages.
Quarter Credit Hours: 1 | Prerequisite: None

IT304M5: Comparing Scripting Languages

Synthesize information when comparing popular scripting languages.
Quarter Credit Hours: 1 | Prerequisite: None

IT304M6: Cloud-Based Software Development

Recommend a software development life cycle for cloud based software development.
Quarter Credit Hours: 1 | Prerequisite: None

IT306: Cloud Services Management

You will explore standards, frameworks, laws, and regulations around cloud services. You will develop processes and procedures for use-case scenarios.

Quarter Credit Hours: 6 | Prerequisite: None

IT306M1: Regulating the Cloud Environment

Explore specific laws, regulations, and standards that apply to cloud-based environments.

Quarter Credit Hours: 1 | Prerequisite: None

IT306M2: Governance Considerations for Cloud Migration

Explain governance considerations to ensure successful on-premise to cloud migration.

Quarter Credit Hours: 1 | Prerequisite: None

IT306M3: Cloud Architecture for Systems

Analyze cloud architecture as it relates to systems for the cloud.

Quarter Credit Hours: 1 | Prerequisite: None

IT306M4: Service-Level Agreements

Analyze service-level agreements for cloud providers.

Quarter Credit Hours: 1 | Prerequisite: None

IT306M5: Functionality and Security Requirements for Cloud Environments

Synthesize functionality and security requirements for cloud environments that balance performance and security needs.

Quarter Credit Hours: 1 | Prerequisite: None

IT306M6: Designing Cloud Services

Recommend effective approaches for planning, designing, and implementing a successful cloud service for various business scenarios.

Quarter Credit Hours: 1 | Prerequisite: None

IT316: Computer Forensics

This course explores the pervasive nature of illegal and unauthorized activity occurring in cyberspace: computer crime. You will learn about the many types of computer crime and the structured procedures deployed in its investigation. This will include a systematic investigative approach of both corporate and criminal-related offenses. You will learn data-retrieval principles including onsite data collection, laboratory data retrieval, and live network data retrieval. You will learn how current computer forensics tools are used for data acquisitions to data analysis. This course will also discuss how computer crimes present unique vulnerabilities to computer systems due to the global nature of the Internet.

Quarter Credit Hours: 6 | Prerequisite: None

IT316M1: Computers and Criminal Behavior

Examine the relationship of computers and criminal behavior.

Quarter Credit Hours: 1 | Prerequisite: None

IT316M2: Computer Forensics as a Profession

Describe the field of computer forensics and investigations as a profession.

Quarter Credit Hours: 1 | Prerequisite: None

IT316M3: Computer Forensics Processes

Analyze the processes involved in computer forensics.

Quarter Credit Hours: 1 | Prerequisite: None

IT316M4: Data Acquisition Methods

Examine various data acquisition methods.

Quarter Credit Hours: 1 | Prerequisite: None

IT316M5: Computer Forensics Tools

Compare current computer forensic tools.

Quarter Credit Hours: 1 | Prerequisite: None

IT316M6: Data Analysis and Validation Techniques

Recommend techniques of data analysis and validation for high-tech investigations.

Quarter Credit Hours: 1 | Prerequisite: None

IT331: Technology Infrastructure

This course explores the concepts and purpose of information technology infrastructure. Emphasis is placed on expanding your knowledge of computer networks and data transmissions and applying those concepts to an organization's technology requirements.

Quarter Credit Hours: 6 | Prerequisite: 200-level or above IT course; upper-level students only

IT331M1: Networking Skills for Project Success

Describe how networking skills can improve project success.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT331M2: Key Infrastructure Components

Analyze the functions of key components in information technology infrastructure.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT331M3: IT Infrastructure Planning

Plan an effective IT infrastructure based on the needs of an organization.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT331M4: Wide Area Network Technologies

Evaluate Wide Area Network (WAN) technologies.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT331M5: Global Interconnectedness in Technology Infrastructure

Practice global interconnectedness as it applies to your field of study.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT331M6: Network Security Design

Formulate a network security design.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT332: Principles of Information Systems Architecture

This course introduces you to the background of information systems architecture. You will learn a holistic approach to both hardware and software architecture design from a broad systems perspective. Both a business and technical focus will be covered with concrete examples of current technologies and related managerial issues.

Quarter Credit Hours: 6 | Prerequisite: IT331

IT332M1: Binary Language

Analyze the language of computers.

Quarter Credit Hours: 1 | Prerequisite: IT331

IT332M2: The Computer as a System

Analyze the computer as a system.

Quarter Credit Hours: 1 | Prerequisite: IT331

IT332M3: System Architecture Components

Evaluate CPU, RAM, input, output, and peripheral devices as components used in system architecture.

Quarter Credit Hours: 1 | Prerequisite: IT331

IT332M4: Data Communication and Networking

Assess data communication and networking options for a computer system.

Quarter Credit Hours: 1 | Prerequisite: IT331

IT332M5: Data Storage and Protection

Recommend data storage and data protection technology for a computer system.

Quarter Credit Hours: 1 | Prerequisite: IT331

IT332M6: Computer Operating Systems

Differentiate between various computer operating systems.

Quarter Credit Hours: 1 | Prerequisite: IT331

IT350: Advanced Database Concepts

This course incorporates advanced concepts of the database language Transact-SQL (T-SQL) for creating efficient database implementations. You will use the T-SQL programming language and connect to an MS SQL Server database for displaying organized information to users. You will explore the various fundamental features of the T-SQL language such as DataTypes, Sets, and Builtin functions. You will explore the programmability of SQL by creating stored procedures; learn how to format a result set by sorting, filtering, and grouping; apply advanced SQL query techniques such as subqueries and common table expressions; use Report Builder to generate analytical reports from your data; and examine the use of non-SQL relational databases.

Quarter Credit Hours: 6 | Prerequisite: IT234

IT358: Intermediate Oracle Query Design

This course covers intermediate to advanced concepts of database query design and reporting tools using Oracle. You will practice Oracle SQL functions and PL/SQL programming, including triggers and stored procedures, to execute queries and functions.

Quarter Credit Hours: 6 | Prerequisite: IT234 or IT350

IT374: Linux Security

This course introduces Kali Linux as a penetration testing and security auditing platform with advanced tools to identify, detect, and exploit any vulnerabilities uncovered in the target network environment. You will explore several security assessment tools necessary to conduct penetration testing in their respective categories, such as target scoping, information gathering, discovery, enumeration, and vulnerability. You will develop practical penetration testing skills by demonstrating hacker tools and techniques that reflect real-world attack scenarios from a business perspective in today's digital age.

Quarter Credit Hours: 6 | Prerequisite: IT275

IT374M1: Linux Installation and Configuration

Configure a Linux installation.

Quarter Credit Hours: 1 | Prerequisite: None

IT374M2: Penetration Testing Program Concepts

Explain rules and procedures of a penetration testing program.

Quarter Credit Hours: 1 | Prerequisite: None

IT374M3: Scope and Information Gathering

Illustrate the scope and information-gathering processes for a target environment.

Quarter Credit Hours: 1 | Prerequisite: None

IT374M4: Target Discovery Process

Apply the target discovery process.

Quarter Credit Hours: 1 | Prerequisite: None

IT374M5: Target Enumeration Process

Apply the target enumeration process.

Quarter Credit Hours: 1 | Prerequisite: None

IT374M6: Security Vulnerabilities

Analyze the security vulnerabilities in a targeted environment.

Quarter Credit Hours: 1 | Prerequisite: None

IT375: Windows Enterprise Administration

This advanced course in Microsoft Windows enterprise administration prepares you to install, configure, and manage key network services and Active Directory. You will perform administrative tasks such as network service installation and configuration; Active Directory installation; Group Policy design and configuration; and network and Active Directory security configuration. You will learn the theory behind Active Directory design and operation; and complete hands-on labs and projects that develop the skills needed for real-world settings.

Quarter Credit Hours: 6 | Prerequisite: IT278

IT375M1: Windows Server Installation

Install Windows 2012 operating system into a virtual machine or hardware chassis.

Quarter Credit Hours: 1 | Prerequisite: IT278

IT375M2: Windows Server Advanced Configuration

Configure Windows 2012 operating system including administration tools.

Quarter Credit Hours: 1 | Prerequisite: IT278

IT375M3: Windows Server Active Directory Configuration

Configure Active Directory and policy functions in a new domain on Windows 2012 operating system.

Quarter Credit Hours: 1 | Prerequisite: IT278

IT375M4: Network Services and Components

Configure network services and components.

Quarter Credit Hours: 1 | Prerequisite: IT278

IT375M5: Network Policy

Implement network policy and monitoring to specific situations.

Quarter Credit Hours: 1 | Prerequisite: IT278

IT375M6: Security Functions

Apply security functions in Windows 2012 operating system.

Quarter Credit Hours: 1 | Prerequisite: IT278

IT388: Routing and Switching I

This course is the first of two routing and switching courses that prepare you to design, configure, and maintain network routing and switching. You learn the basic concepts, protocols, and functions of network routers and switches. Emphasis is placed on hands-on practice of configuration and troubleshooting using live and simulated labs.

Quarter Credit Hours: 6 | Prerequisite: IT283

IT388M1: Network Routing and Switching Concepts

Explain network routing and switching concepts.

Quarter Credit Hours: 1 | Prerequisite: IT283

IT388M2: IP Addressing Concepts

Estimate an IP addressing scheme based on business needs.

Quarter Credit Hours: 1 | Prerequisite: IT283

IT388M3: Router and Switching Configurations

Apply router and switching configurations to meet business needs.
Quarter Credit Hours: 1 | Prerequisite: IT283

IT388M4: Network Routing Protocols

Investigate network routing protocols to meet business requirements.
Quarter Credit Hours: 1 | Prerequisite: IT283

IT388M5: VLAN Design

Design VLANs based on specific situations.
Quarter Credit Hours: 1 | Prerequisite: IT283

IT388M6: Routing and Switching Proposals

Prepare routing and switching proposals for management approval.
Quarter Credit Hours: 1 | Prerequisite: IT283

IT390: Intrusion Detection and Incidence Response

This course provides an introduction to intrusion detection systems available to protect networks from cybercriminals. You will explore various security concepts and the basics of security attacks. You will install and configure various intrusion detection system tools. Topics include principles and classifications of intrusion detection systems, incident response process, and response types. Additionally, the course presents insight into intrusion detection and forensics and incident response strategies required to protect critical assets.
Quarter Credit Hours: 6 | Prerequisite: IT286

IT390M1: Principles and Concepts

Discuss intrusion detection and incident response principles and concepts.
Quarter Credit Hours: 1 | Prerequisite: IT286

IT390M2: Comparing Intrusion Detection Systems

Compare intrusion detection systems.
Quarter Credit Hours: 1 | Prerequisite: IT286

IT390M3: Responding to Threats

Analyze the security threat spectrum.
Quarter Credit Hours: 1 | Prerequisite: IT286

IT390M4: Installing and Examining Intrusion Detection Systems

Demonstrate the ability to install and examine intrusion detection system tools.
Quarter Credit Hours: 1 | Prerequisite: IT286

IT390M5: Security Analytics

Interpret various security analytic measures.
Quarter Credit Hours: 1 | Prerequisite: IT286

IT390M6: Incident Response Strategies

Differentiate incident response strategies.
Quarter Credit Hours: 1 | Prerequisite: IT286

IT391: Advanced Software Development Including Web and Mobility

This course focuses on advanced design and programming concepts and techniques offering you a choice of implementation and demonstrating how advanced concepts apply across a variety of languages. You will develop advanced software, web, and mobile applications, while applying concepts related to data structures, algorithms, web services, graphics, mobile, and multimedia. You also learn how to create interactive applications across a variety of platforms (traditional applications, websites, and mobile applications).
Quarter Credit Hours: 6 | Prerequisite: IT232, IT234, and IT302

IT395: Certified Ethical Hacking II

This course continues concepts introduced in IT262 covering the tools and procedures needed to perform ethical hacking. More advanced penetration testing procedures are covered as well as how to incorporate the knowledge learned into a cohesive set of procedures to help organizations find potential vulnerabilities. This course is designed, among other things, to provide you with the foundational knowledge necessary to continue the pursuit of the EC-Council Certified Ethical Hacker certification. While the course may provide you with the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.
Quarter Credit Hours: 6 | Prerequisite: IT262

IT400: Ethics in Cybersecurity

New innovations within information technology continue to evolve around the world, creating ethical challenges and concerns for information technology professionals. This course will examine ethical and legal concerns with the use of information technology. Ethical issues will be examined as they relate to common information systems. Additional topics including privacy, regulations, as well as societal and cultural influences on decision making will be examined.
Quarter Credit Hours: 6 | Prerequisite: None

IT401: Project Management II

This course is the second of two project management courses and explores more advanced topics. Students will gain knowledge of the project management skills and processes needed to execute, control, and close a project. Topics include planning project resources, developing the project team, conducting procurements, measuring project performance, controlling work results, and applying professional responsibility.
Quarter Credit Hours: 6 | Prerequisite: IT301

IT402: IT Consulting Skills

This course will introduce you to the theory and practice of IT consulting. You examine the processes and techniques associated with the consulting field. Business aptitude skills will be taught including communication, ethics, presentation, and leadership skills. Additionally, project definition and analysis, project planning, gathering user and project requirements, executing projects, time management, and the history of consulting will be examined. Through case studies, you prepare a project proposal and a persuasive presentation for an organization.
Quarter Credit Hours: 6 | Prerequisite: 200-level or above IT course; upper-level students only

IT402M1: Consulting and Ethics

Justify ethical decisions with IT consulting.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT402M2: Time and Resource Management

Generate time management and analysis representations.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT402M3: Interpersonal Skills

Develop skills for negotiation, decision-making, and other people-related processes with IT consulting.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT402M4: Consulting History and Global Views

Appraise historical and international facets of IT consulting.
Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT402M5: The Consulting Project Proposal

Create a project proposal with a unique vision.
 Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT402M6: Persuasive Presentations

Generate persuasive materials for IT consulting.
 Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT403: Advanced Cloud Security

You will investigate cloud security to include vetting cloud providers. The course content helps you examine information assurance, risk management, and governance of cloud security.
 Quarter Credit Hours: 6 | Prerequisite: None

IT403M1: Cloud Architecture Security

Explore security as it relates to cloud architecture.
 Quarter Credit Hours: 1 | Prerequisite: None

IT403M2: Provider Regulations and Standards

Explore regulations and standards available from various cloud providers.
 Quarter Credit Hours: 1 | Prerequisite: None

IT403M3: Cloud-Based Risk Assessment Concepts

Explain risk assessment in a cloud environment.
 Quarter Credit Hours: 1 | Prerequisite: None

IT403M4: Risk Assessment Practices

Apply risk assessment practices in a cloud environment.
 Quarter Credit Hours: 1 | Prerequisite: None

IT403M5: Security Factors for Cloud Migrations

Synthesize the security factors to consider during migration of systems, applications, data, and databases to a cloud environment.
 Quarter Credit Hours: 1 | Prerequisite: None

IT403M6: Recommended Cloud Solutions and Security

Recommend appropriate cloud solutions and cloud security for various business scenarios.
 Quarter Credit Hours: 1 | Prerequisite: None

IT404: Security Testing for Cloud Applications

You will identify applications and instances to test and select the appropriate tools to perform security testing. You will execute the tests and communicate the results to stakeholders.
 Quarter Credit Hours: 6 | Prerequisite: None

IT404M1: Software Development Testing Techniques

Explore software development testing techniques.
 Quarter Credit Hours: 1 | Prerequisite: None

IT404M2: Security Testing Techniques

Explore security testing techniques for cloud-based systems.
 Quarter Credit Hours: 1 | Prerequisite: None

IT404M3: Testing Procedures for Cloud-Based Applications

Explain the differences in testing cloud-based applications as compared to traditional software applications.
 Quarter Credit Hours: 1 | Prerequisite: None

IT404M4: Security Testing for Cloud Applications

Perform security testing on cloud applications.
 Quarter Credit Hours: 1 | Prerequisite: None

IT404M5: Security Testing Strategy Alignment

Synthesize security testing strategies based on project requirements.
 Quarter Credit Hours: 1 | Prerequisite: None

IT404M6: Security Testing Strategies

Recommend a strategy for security testing of a cloud-based application(s).
 Quarter Credit Hours: 1 | Prerequisite: None

IT410: Certified Information Systems Security Professional III

This course primarily addresses two domains in the Certified Information Systems Security Professional CBK (Common Body of Knowledge). The two domains are (1) security assessment and testing and (2) security operations. The security assessment and testing domain explores vulnerability assessments and secure software testing strategies. The domain of security operations details how to manage change and respond to incidents. There will also be a discussion of two important topics that were not examined in Domain 1 of the CISSP I course. These topics are professional ethics and legal and regulatory issues. This course is designed, among other things, to provide you with the foundational knowledge necessary to pursue CISSP certification. While the course may provide you with the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.
 Quarter Credit Hours: 6 | Prerequisite: IT279

IT411: Digital Forensics

In this course, students learn about computer forensics and techniques used to perform computer forensics examinations. Students learn how to gather and protect evidence used in prosecuting computer crimes. Topics in this course include acquiring digital evidence, bookmarking data, file signature analysis, hash analysis, and other forensic techniques. This course is designed, among other things, to provide the student with the requisite knowledge to sit for the EnCase Certified Examiner (EnCE) exam. While the course may provide the student with the knowledge necessary to sit for the examination, the University cannot guarantee the student's eligibility either to take this exam or become certified.
 Quarter Credit Hours: 6 | Prerequisite: IT286

IT411M1: Digital Forensic Concepts and Techniques

Examine digital forensic concepts and techniques.
 Quarter Credit Hours: 1 | Prerequisite: IT286

IT411M2: Securing Digital Evidence

Plan appropriate methods to secure digital evidence.
 Quarter Credit Hours: 1 | Prerequisite: IT286

IT411M3: Examining Forensic Data

Apply various types of forensic analysis tools for data recovery to forensic scenarios.
 Quarter Credit Hours: 1 | Prerequisite: IT286

IT411M4: Audits and Investigations

Prepare audits and investigations of electronic computing devices.
 Quarter Credit Hours: 1 | Prerequisite: IT286

IT411M5: Analyzing System Files and Artifacts

Analyze forensic data from computers to investigate security breaches.
 Quarter Credit Hours: 1 | Prerequisite: IT286

IT411M6: Current Practices and Trends

Investigate current practices and trends in digital and network forensics.
 Quarter Credit Hours: 1 | Prerequisite: IT286

IT412: Information Systems Security

Businesses must be able to protect their networks and infrastructures from security attacks. In this course, you learn to investigate system vulnerabilities and implement security solutions. Topics in this course include access control, application security, business continuity and disaster recovery planning, cryptography, information security and risk management, compliance and investigations, operations security, physical security, security architecture and design, telecommunications, and network security. This course is designed, among other things, to provide you with the requisite knowledge to sit for the Certified Information Systems Security Professional exam. While the course may provide the knowledge necessary to sit for the examination, the University cannot guarantee your eligibility either to take this exam or become certified.

Quarter Credit Hours: 6 | Prerequisite: IT286

IT412M1: Information Security Concepts

Examine information security concepts.

Quarter Credit Hours: 1 | Prerequisite: IT286

IT412M2: System Vulnerability and Threats

Analyze system vulnerabilities and threats.

Quarter Credit Hours: 1 | Prerequisite: IT286

IT412M3: Cryptography Techniques

Choose data encryption techniques and confidentiality best practices.

Quarter Credit Hours: 1 | Prerequisite: IT286

IT412M4: Operational Security and Incident Planning

Employ solutions that provide protection against system attacks.

Quarter Credit Hours: 1 | Prerequisite: IT286

IT412M5: Disaster Recovery Planning

Develop information backup and data persistence procedures.

Quarter Credit Hours: 1 | Prerequisite: IT286

IT412M6: Network Security Policies and Procedures

Design network security policies and procedures.

Quarter Credit Hours: 1 | Prerequisite: IT286

IT413: Migrating Data and Applications to the Cloud

You will analyze various scenarios regarding data/database and application migrations to a cloud environment. Lab environments provide hands-on experience related to migration scenarios.

Quarter Credit Hours: 6 | Prerequisite: None

IT413M1: Application and Data Migration in the Cloud

Explore cloud architecture as it relates to application and data migration.

Quarter Credit Hours: 1 | Prerequisite: None

IT413M2: Application and Data Migration Strategies

Explore data and application migration strategies and practices for on-premise systems to the cloud.

Quarter Credit Hours: 1 | Prerequisite: None

IT413M3: Cloud Migration Concepts

Apply migration strategies for moving data to the cloud.

Quarter Credit Hours: 1 | Prerequisite: None

IT413M4: Migration Procedures

Explain the procedure and processes for migrating data and applications to the cloud.

Quarter Credit Hours: 1 | Prerequisite: None

IT413M5: Business Requirements for Migrations

Synthesize business requirements as they relate to migrating a system(s) to the cloud.

Quarter Credit Hours: 1 | Prerequisite: None

IT413M6: Recommended Cloud Migration Strategies

Recommend a migration strategy for a cloud-based system(s).

Quarter Credit Hours: 1 | Prerequisite: None

IT414: Software Development Operations in Cloud Environments

You will examine the software development life cycle (SDLC) and development operations in a cloud. This includes the ability to implement and manage continuous delivery systems and methodologies.

Quarter Credit Hours: 6 | Prerequisite: None

IT414M1: Cloud Architecture and Software Development

Review cloud architecture as it relates to software development.

Quarter Credit Hours: 1 | Prerequisite: None

IT414M2: Development Operations

Explore development operations for software development.

Quarter Credit Hours: 1 | Prerequisite: None

IT414M3: Continuous Delivery Concepts

Analyze continuous delivery as it relates to software development in the cloud.

Quarter Credit Hours: 1 | Prerequisite: None

IT414M4: Managing Software Development in the Cloud

Explain the differences and similarities when managing cloud-based software development products and/or services compared to on-premise software development products and/or services.

Quarter Credit Hours: 1 | Prerequisite: None

IT414M5: Software Development Operations

Synthesize software development operations based on different types of cloud products and/or services.

Quarter Credit Hours: 1 | Prerequisite: None

IT414M6: Business Practices for Cloud-Based Software Development

Recommend business practices for cloud-based software development operations.

Quarter Credit Hours: 1 | Prerequisite: None

IT441: Directed Studies, School of Information Technology

In this course, students in the School of Information Technology will engage in an independent, directed-study project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 1 | Prerequisite: CM220; upper-level students only

IT442: Directed Studies, School of Information Technology

In this course, students in the School of Information Technology will engage in an independent, directed-study project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 2 | Prerequisite: CM220; upper-level students only

IT443: Directed Studies, School of Information Technology

In this course, students in the School of Information Technology will engage in an independent, directed-study project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 3 | Prerequisite: CM220; upper-level students only

IT444: Directed Studies, School of Information Technology

In this course, students in the School of Information Technology will engage in an independent, directed-study project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 4 | Prerequisite: CM220; upper-level students only

IT445: Directed Studies, School of Information Technology

In this course, students in the School of Information Technology will engage in an independent, directed-study project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 5 | Prerequisite: CM220; upper-level students only

IT446: Directed Studies, School of Information Technology

In this course, students in the School of Information Technology will engage in an independent, directed-study project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 6 | Prerequisite: CM220; upper-level students only

IT458: Oracle Database Administration

This course covers database administration using Oracle tools. You will focus on the following: installing database management software and utilities, controlling access to data and resources, troubleshooting an Oracle database, the backup and recovery of Oracle databases, and resolving common performance problems using Oracle.

Quarter Credit Hours: 6 | Prerequisite: IT358

IT460: Systems Analysis and Design

This course provides an overview of the system development life cycle (SDLC), including the modification and design process. You will learn to choose a system development methodology and evaluate the impact on the organization's strategic plan. It emphasizes the factors for effective communication with users and team members and all those associated with development and maintenance of the system.

Quarter Credit Hours: 6 | Prerequisite: 200-level or above IT course; upper-level students only

IT460M1: Information Systems Concepts

Compare various types of information systems.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT460M2: Developing Logical Systems Models

Develop logical models for a proposed system.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT460M3: Object Modeling

Apply object-oriented modeling tools and techniques in designing information systems.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT460M4: Development Strategies

Practice team dynamics by participating in a role-play activity.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT460M5: Systems Architecture

Integrate models and diagrams.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT460M6: Systems Implementation

Design systems implementation.

Quarter Credit Hours: 1 | Prerequisite: 200-level or above IT course; upper-level students only

IT471: Routing and Switching II

This course is the second of two routing and switching courses and explores more advanced topics. You will design, configure, reconfigure, and maintain network routing and switching devices. You will also learn advanced concepts in protocols, resource access, and disaster recovery. Emphasis is placed on planning, proposing, and securing network infrastructure.

Quarter Credit Hours: 6 | Prerequisite: IT388

IT471M1: IP Addressing Schemes

Prepare an IP scheme for a small network to submit for management approval.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT471M2: Routing and Switching Configuration

Configure routing and switching devices per plans and specifications.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT471M3: Advanced Routing and Switching Concepts

Explore advanced network routing and switching concepts.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT471M4: Network Design

Prepare network designs based on specific criteria.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT471M5: Disaster Recovery with WANs

Prepare a disaster recovery plan for a routed infrastructure.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT471M6: Network Health

Prepare routing and switching proposals for management approval.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT473: Bachelor's Capstone in Cloud Computing and Solutions

The Bachelor's Capstone in Cloud Computing and Solutions builds on the concepts of all information technology and cloud computing courses you have taken as a part of your degree plan. The capstone project integrates problem-solving techniques and the development and implementation of viable, student-developed solutions to meet an identified technology or design need in a business or institutional environment. You will demonstrate mastery of cloud computing and solutions by completing a course-long project.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Program Chair

IT478: Web Servers and Security

This course teaches you to install and configure popular web server software. You will learn to determine user access levels, as well as server authentication and server-side programming. Various issues involving web security are discussed, including web/client security and intrusion detection and recovery.

Quarter Credit Hours: 6 | Prerequisite: IT273

IT479: Bachelor's-Level Cybersecurity Internship

This course is taken at the conclusion of the cybersecurity degree and incorporates practical job experience with the skills and knowledge gained from prior coursework. You will work with instructors and other students on real-world projects that may include security system design, forensic analysis, or recommendations for an organization's security infrastructure. This course will enable you and your team members to practice your problem-solving talents. Along with timelines and project plans, your team will consider other business constraints.

As is a requirement for most information technology projects, each security project may include evaluation mechanisms, hands-on demonstrations, examples for stakeholders, and a final roll-up of future project improvements. Internships must be preapproved by the Dean prior to the start of the term. Students who fail this course on the first attempt may not reenroll in this course without the Dean's approval.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

IT481: Advanced Software Development

This course addresses advanced software design and development concepts, offering you a choice of implementations demonstrating how the concepts apply across a variety of languages. You will apply analysis and benchmarking, database creation and usage, data in motion and data at rest security, threading, reentrancy, and advanced testing concepts. You will also learn how to package software for distribution.

Quarter Credit Hours: 6 | Prerequisite: IT350 and IT391

IT484: Cybersecurity Policies

This course teaches you how to defend organizational resources by implementing and maintaining cybersecurity policies. Cybersecurity policies are used to support defense of data availability, integrity, and confidentiality. By establishing and applying effective security policies, organizations can keep valuable data safe. Topics include applying cybersecurity policies to access controls, cybersecurity operations and administration, risk analysis, incident response, and recovery. This course also teaches you cybersecurity policies for securing publicly available resources and Web applications.

Quarter Credit Hours: 6 | Prerequisite: IT388

IT484M1: Access Controls and Security Technologies

Evaluate access controls and security technologies supported by cybersecurity policies used to protect network resources and ensure data availability.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT484M2: Security Operations and Administration Procedures

Create security operations and administration procedures related to data privacy and cybersecurity policy.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT484M3: Risk Management and Compliance

Evaluate risk management and compliance in regard to cybersecurity policy and industry standards.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT484M4: Incident Response Planning

Create an incident response plan, integrated with cybersecurity policy, which assists with organizational recovery.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT484M5: Protecting Private Information

Evaluate cryptology, network, and communications technology used to protect private information from public disclosure and supported by cybersecurity policies.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT484M6: Organizational System and Application Security Procedures

Evaluate organizational system and application security procedures related to cybersecurity policies and industry standards.

Quarter Credit Hours: 1 | Prerequisite: IT388

IT488: Software Product Development Using Agile

This project-based course concludes the multiplatform software development series of courses and allows you to apply your learning to the development of a software product in an agile team software development environment. You will explore the concepts of agile development and then implement those concepts as you work on an agile development team, designing and developing a software product using an agile software development life cycle, from concept to packaged product.

Quarter Credit Hours: 6 | Prerequisite: IT481 and IT350

IT489: Bachelor's-Level Information Technology Internship

This course gives you practical job experience in the information technology field. The internship provides you with an opportunity to learn about the IT career field through practical, real-world experiences and mentoring from an IT professional. This experience will enrich your technology skills and provide a better understanding of the level of expertise needed to be successful in your career. Internships must be preapproved by the Dean prior to the start of the term. Students who fail this course on the first attempt may not reenroll in this course without the Dean's approval.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

IT497: Bachelor's Capstone in Cybersecurity

The Bachelor's Capstone in Cybersecurity is designed to build on the concepts of all information technology and security courses you have taken as a part of your degree plan. The capstone project integrates problem-solving techniques and the development and implementation of viable, student-developed solutions to meet an identified technology or design need in a business or institutional environment. You will be directed to work collaboratively to achieve the learning objectives for this course.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Program Chair

IT499: Bachelor's Capstone in Information Technology

The Bachelor's Capstone in Information Technology is designed to build on the concepts of all information technology courses you have taken as a part of your degree plan. The capstone project integrates problem-solving techniques and the development and implementation of viable, student-developed solutions to meet an identified technology or design need in a business or institutional environment.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Program Chair

Legal Studies (LS)

LS100: Introduction to the Law and Legal Profession

This course examines the foundation, organization, and structure of the American legal system with an emphasis on the careers available in the legal profession through an exploration of the roles and responsibilities in the legal field. You will learn the professional and ethical practices needed to succeed as a legal support professional or as a legal specialist.

Quarter Credit Hours: 5 | Prerequisite: None

LS185: Introduction to American Jurisprudence

It is important for members of the legal support team to have a strong foundation in the fundamental rules, court cases, concepts, and trends of key subjects in American law. This course provides an American legal background covering civil and common law traditions, the legal profession, constitutional law, and a survey of specific areas of law. Upon successful completion of this course you will have a solid understanding of the American legal system.

Quarter Credit Hours: 5 | Prerequisite: LS100

LS204: Legal Research and Writing

Two of the most basic tasks performed by a legal support team member are legal research and written analysis - finding the law, analyzing the component parts of written opinions, and applying the reasoning of relevant legal authorities to a factual situation. Upon successful completion of this course you will have gained specialized skills in the area of legal research and the ability to analyze and synthesize legal authority. Additionally, you will be able to draft correspondence and memoranda commonly used in the practice of law.

Quarter Credit Hours: 5 | Prerequisite: CM220

LS244: Advanced Legal Research and Writing

This course focuses on researching legal issues and drafting legal documents using the results of student research. Emphasis will be placed on briefing and analyzing court opinions and other legal sources, applying the legal rationale to a given factual situation, and drafting documents commonly used in legal practice. This course also teaches you how to present the results of research in a professional manner.

Quarter Credit Hours: 5 | Prerequisite: LS204

LS298: Associate of Applied Science in Legal Support and Services Capstone

This course is designed as the culminating experience of the Associate of Applied Science in Legal Support and Services. This course comprises a series of assignments that integrate the core concepts from the judicial studies and practice program outcomes and curriculum. The assignments are designed to test knowledge, technical skills, and competencies as students work through fact-based scenarios and assess issues affecting practical legal matters.

Quarter Credit Hours: 5 | Prerequisite: Final term or Dean approval

LS302: Environmental Law and Policy

This course is an exploration of the statutory and regulatory basis of environmental law and will provide a basic overview of the major state and federal acts and regulations governing environmental law.

Quarter Credit Hours: 6 | Prerequisite: LS100

LS305: Constitutional Law

This course provides students with a view of constitutional law's historical development of legal principles as well as the philosophical foundations of American legal principles. Significant trends in constitutional law as well as current issues in development of law and the balance between bureaucracy and democracy in a free society are presented.

Quarter Credit Hours: 6 | Prerequisite: LS100

LS308: Law and Society

The student completing this course will learn about the law as a generic entity with pervasive influence in all aspects of social interaction, formation, and change. Theories of design, enforcement, and remediation under the American system and interacting with different global systems will provide the student the opportunity to gain appreciation of the value, reach, and utility of a well-defined legal system.

Quarter Credit Hours: 6 | Prerequisite: PA201 or any legal research course

LS311: Business Law

This course introduces the fundamentals of the U.S. legal system as it applies to business in the contemporary global economy. Areas covered include the legal environment of business, torts and crimes, contracts, employment relations, and business organizations. The course will also look at the relationship between business and law in the context of current events that impact our communities.

Quarter Credit Hours: 6 | Prerequisite: None

LS311M1: How Law Affects Business

Examine how law affects business.

Quarter Credit Hours: 1 | Prerequisite: None

LS311M2: Relationship of Torts to Risk Management

Discuss the relationship of torts to risk management.

Quarter Credit Hours: 1 | Prerequisite: None

LS311M3: Elements of a Valid Contract

Analyze the elements of a valid contract.

Quarter Credit Hours: 1 | Prerequisite: None

LS311M4: Remedies for Breach of Contract

Analyze the remedies for breach of contract.

Quarter Credit Hours: 1 | Prerequisite: None

LS311M5: Agency and Employment Relationships

Examine agency and employment relationships.

Quarter Credit Hours: 1 | Prerequisite: None

LS311M6: Contrast Forms of Business Organizations

Contrast the various forms of business organizations.

Quarter Credit Hours: 1 | Prerequisite: None

LS312: Ethics and the Legal Environment

This course explores the legal principles and ethical theories that relate to business situations. The course examines the ethics of a business decision as it relates to stakeholders. Topics include the foundations of moral development and ethical decision making, business ethics, corporate social responsibility, stakeholder management, and the legal principles that apply to ethics in business.

Quarter Credit Hours: 6 | Prerequisite: None

LS481: Directed Studies in Legal Studies

In this course, students in legal studies will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 1 | Prerequisite: Third- or fourth-year student or enrollment in the Bachelor of Science in Paralegal Studies degree option or the Bachelor of Science in Legal Studies degree option

LS482: Directed Studies in Legal Studies

In this course, students in legal studies will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 2 | Prerequisite: Third- or fourth-year student or enrollment in the Bachelor of Science in Paralegal Studies degree option or the Bachelor of Science in Legal Studies degree option

LS483: Directed Studies in Legal Studies

In this course, students in legal studies will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 3 | Prerequisite: Third- or fourth-year student or enrollment in the Bachelor of Science in Paralegal Studies degree option or the Bachelor of Science in Legal Studies degree option

LS484: Directed Studies in Legal Studies

In this course, students in legal studies will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to his or her professional goals.

Quarter Credit Hours: 4 | Prerequisite: Third- or fourth-year student or enrollment in the Bachelor of Science in Paralegal Studies degree option or the Bachelor of Science in Legal Studies degree option

LS490: Legal Philosophy

This course provides the student with an opportunity to look at a number of historically significant philosophical and legal thinkers and theories. The student will analyze and compare them to the American theoretical and philosophical system. Critical thinking skills and communication competence are built through the individual and collaborative discussion and analysis process. Upon completion of the final project, the student will be able to identify the most historically significant legal philosophers and assess American legal philosophy in historical context. Further, philosophical thinking that contributed directly to the design of our system will be understood in current legal context.

Quarter Credit Hours: 6 | Prerequisite: LS308

LS495: Bachelor of Science in Legal Support and Services Capstone

This course is designed as the culminating experience of the Bachelor of Science in Legal Support and Services. This course comprises a series of assignments that integrate the core concepts from the judicial studies and practice program outcomes and curriculum. The assignments are designed to test application and critical thinking skills as students work through fact-based scenarios and analyze issues affecting practical legal matters.

Quarter Credit Hours: 6 | Prerequisite: Last term or Dean approval

LS498: Bachelor's Capstone in Legal Studies

This course is designed as the culminating experience of the Bachelor of Science in Legal Studies. The course focuses on conducting approved scholarly research and the final e-portfolio submission. The research emphasis is on law and literature review, and synthesizing relevant law and scholarly research. Submission of a formal research paper is the height of the course.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Liberal Studies (LI)

LI410: Leadership in Practice

This course examines leadership theory and practice, focusing on elements such as effective leadership behavior, the differences between leadership and management, leading change, and how leadership impacts people and systems in a continually changing global and virtual environment.

Quarter Credit Hours: 6 | Prerequisite: None

LI499: Bachelor's Capstone in Liberal Studies

This capstone course is the culminating experience for the Bachelor of Science in Liberal Studies. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Management (MT)

MT140: Introduction to Management

This course provides an introductory overview of management theory, management functions, organizational structure, daily management responsibilities, ethics, and current management tools and resources. Theoretical concepts will be illustrated with practical application to real-world management problems and scenarios. Implications for managing change within the context of a global economy and other dynamic environmental forces are also examined.

Quarter Credit Hours: 5 | Prerequisite: None

MT140M1: Solving Management Problems

Describe solutions to management problems.

Quarter Credit Hours: 1 | Prerequisite: None

MT140M2: Management Skills

Explain the four functions of management.

Quarter Credit Hours: 1 | Prerequisite: None

MT140M3: Change Management

Discuss the steps to manage change.

Quarter Credit Hours: 1 | Prerequisite: None

MT140M4: Global Management Skills

Identify the implications of competitiveness and collaboration in a global economy.

Quarter Credit Hours: 1 | Prerequisite: None

MT140M5: Ethics in Management

Discuss the purpose of corporate social responsibility and ethics.

Quarter Credit Hours: 1 | Prerequisite: None

MT203: Human Resource Management

In this course, students will examine the processes involved in human resources from a managerial perspective. Students will examine the functions of human resource management, including job analysis, staffing, performance appraisal, training and development, compensation, labor relations, and legal requirements.

Quarter Credit Hours: 5 | Prerequisite: None

MT203M1: Employment Laws

Identify the laws of employment practices that managers follow.

Quarter Credit Hours: 1 | Prerequisite: None

MT203M2: Recruiting and Selecting Employees

Examine the recruitment and selection process.

Quarter Credit Hours: 1 | Prerequisite: None

MT203M3: Linking Compensation to Strategy

Explain how companies link compensation and evaluation to organizational objectives.

Quarter Credit Hours: 1 | Prerequisite: None

MT203M4: Training Methods for Improving Performance

Describe training methods for improving employee performance.

Quarter Credit Hours: 1 | Prerequisite: None

MT203M5: Cultural Literacy

Apply cultural literacy in personal and professional environments.

Quarter Credit Hours: 1 | Prerequisite: None

MT209: Small Business Management

In this course, students will enhance problem-solving skills and develop a practical understanding of small business management principles.

Quarter Credit Hours: 5 | Prerequisite: MT140

MT217: Finance

This course covers basic financial concepts, principles, and techniques used in making corporate financial planning decisions. It provides students with the tools necessary for analyzing the time value of money, financial analysis and planning, the capital budgeting process and decisions, and long-term financing, and introduces international capital markets.

Quarter Credit Hours: 5 | Prerequisite: AC113 or AC114, and MM255 or equivalent

MT217M1: Overview - Financial Management

Explain how financial managers use financial calculators, Microsoft Excel, and financial statements to measure the financial performance of a business entity.

Quarter Credit Hours: 1 | Prerequisite: AC113 or AC114, and MM255 or equivalent

MT217M2: Financial Ratios

Analyze financial statement ratios used to measure the financial performance of a business entity.

Quarter Credit Hours: 1 | Prerequisite: AC113 or AC114, and MM255 or equivalent

MT217M3: Basic Time Value of Money Applications

Apply the Time Value of Money (TVM) concept to business decisions.

Quarter Credit Hours: 1 | Prerequisite: AC113 or AC114, and MM255 or equivalent

MT217M4: Time Value of Money

Use the Time Value of Money (TVM) concepts to assess amortization, annuities, and perpetuities.

Quarter Credit Hours: 1 | Prerequisite: AC113 or AC114, and MM255 or equivalent

MT217M5: Stocks and Bonds Valuation

Apply the costs of debt and equity to stock and bond valuation.

Quarter Credit Hours: 1 | Prerequisite: AC113 or AC114, and MM255 or equivalent

MT219: Marketing

This is an introductory course emphasizing key concepts and issues underlying the modern practice of marketing. The use of marketing by an organization and the effects of marketing on society will be examined. Course content includes an overview of the general nature and role of marketing in the global environment, the marketing concept, buyer behavior, target marketing, and the internal environment in which marketing operates. The marketing mix is studied through the four main decision areas of products and services, distribution, promotion, and pricing.

Quarter Credit Hours: 5 | Prerequisite: BU224, CM220, and MT140

MT219M1: Marketing Strategy

Summarize the basic components of a marketing strategy.

Quarter Credit Hours: 1 | Prerequisite: BU224, CM220, and MT140

MT219M2: Global Interconnectedness

Examine global interconnectedness as it applies to marketing.

Quarter Credit Hours: 1 | Prerequisite: BU224, CM220, and MT140

MT219M3: Target Marketing

Describe market segmentation and target marketing in a case scenario.

Quarter Credit Hours: 1 | Prerequisite: BU224, CM220, and MT140

MT219M4: Product and Channel Strategy

Apply product and place Marketing Mix elements to a product or service.

Quarter Credit Hours: 1 | Prerequisite: BU224, CM220, and MT140

MT219M5: Promotion and Price Strategy

Apply promotion and price Marketing Mix elements to a product or service.

Quarter Credit Hours: 1 | Prerequisite: BU224, CM220, and MT140

MT220: Global Business

This course gives students an overview of global business. Students receive an introduction to the differences in political, economic, legal, and cultural systems across different nations and the risks and opportunities these represent to a global and international business. This course serves as an introduction to the factors involved in making strategic and ethical decisions in a global business environment. Hypothetical case scenarios are used to illustrate the reality of doing business globally.

Quarter Credit Hours: 5 | Prerequisite: MT140

MT300: Management of Information Systems

This course provides students with an understanding of the role of computer-based information systems in business organizations. It emphasizes management and the technical concepts essential to business application and management control of information systems. The course emphasizes the use of information systems to solve business problems and gain a competitive advantage. Students learn the planning, procedures, and controls used to secure and mitigate risks to information systems.

Quarter Credit Hours: 6 | Prerequisite: 100/200-level business course

MT300M1: Information Systems in Organizations

Illustrate how businesses use information systems and information technology (IS/IT) within organizations for operations, to solve problems, and to gain a competitive advantage.

Quarter Credit Hours: 1 | Prerequisite: 100/200-level business course

MT300M2: Business Analytics and Knowledge Management

Analyze the importance of Data Management, Knowledge Management, and Business Analytics to business organizations.

Quarter Credit Hours: 1 | Prerequisite: 100/200-level business course

MT300M3: Information Systems Acquisition

Choose the best method for organizations to acquire information systems.

Quarter Credit Hours: 1 | Prerequisite: 100/200-level business course

MT300M4: Cybersecurity, Ethics, and Privacy

Examine the importance of cybersecurity, ethics, and privacy in the global business environment.

Quarter Credit Hours: 1 | Prerequisite: 100/200-level business course

MT300M5: Social Media and Intelligent Systems

Examine the role of social media and intelligent systems in today's business.

Quarter Credit Hours: 1 | Prerequisite: 100/200-level business course

MT300M6: Networks and the Internet of Things

Synthesize telecommunications, networks, mobile computing, and the IoT (Internet of Things) in business organizations.

Quarter Credit Hours: 1 | Prerequisite: 100/200-level business course

MT302: Organizational Behavior

This course explores human behavior in organizations. You will examine individual behavior, attitudes, personality, values, perception, and emotions and how these affect organization outcomes. The course also examines the theories, concepts, and application of motivation as well as the importance of stress management, professional ethics, and organizational culture. You will gain an understanding and appreciation for communication processes, channels, and styles. You will also gain a set of organizational design tools.

Quarter Credit Hours: 6 | Prerequisite: MT140

MT302M1: Define How Behavior Impacts Outcomes

Describe the impact of individual behavior on business outcomes.
Quarter Credit Hours: 1 | Prerequisite: MT140

MT302M2: See Personality Theory in a Workplace

Apply personality theory within a business environment.
Quarter Credit Hours: 1 | Prerequisite: MT140

MT302M3: Explore How Motivation Impacts Performance

Analyze theories of motivation to improve employee performance.
Quarter Credit Hours: 1 | Prerequisite: MT140

MT302M4: Use Teamwork to Solve Problems

Apply teamwork concepts to an organizational problem.
Quarter Credit Hours: 1 | Prerequisite: MT140

MT302M5: Understand Communications Roles

Examine the role of the communication and leadership process in relationship to employee effectiveness.
Quarter Credit Hours: 1 | Prerequisite: MT140

MT302M6: Investigate Structure and Culture

Analyze organizational structure and culture in an organization.
Quarter Credit Hours: 1 | Prerequisite: MT140

MT330: International Marketing

This course gives students an overview of international marketing. Students receive an introduction to the cultural, political/economic, and market differences encountered in the international marketplace. Students will become familiar with the governmental, nongovernmental, and quasigovernmental entities encountered in the international arena. Case studies and real-world scenarios will illustrate the nuances of marketing and the ethics involved on an international scale.
Quarter Credit Hours: 6 | Prerequisite: MT219

MT340: Conflict Management and Team Dynamics

This course addresses team dynamics of organizations in an increasingly complex work environment. Group behavior, team building, and decision making are examined. Theories and issues of leadership as well as the implications of power, politics, and conflict in the workplace are discussed. There is an emphasis on the development of a better understanding of individual and group interactions and the components and styles of effective negotiation. A greater appreciation of organizational culture and diversity, and an understanding of managing change is applied to real-world scenarios.
Quarter Credit Hours: 6 | Prerequisite: MT302

MT340M1: Team Strengths and Weaknesses

Examine the strengths and weaknesses of a team in a given scenario.
Quarter Credit Hours: 1 | Prerequisite: MT302

MT340M2: Team Process

Recommend a process for building an effective team.
Quarter Credit Hours: 1 | Prerequisite: MT302

MT340M3: The Diverse Team

Explain how diversity benefits a working team.
Quarter Credit Hours: 1 | Prerequisite: MT302

MT340M4: Problem Solving

Create an implementation and assessment plan for resolving an organization's problem.
Quarter Credit Hours: 1 | Prerequisite: MT302

MT340M5: Interconnecting Globally

Practice global interconnectedness as it applies to your field of study.
Quarter Credit Hours: 1 | Prerequisite: MT302

MT340M6: Conflict and Negotiation

Apply conflict management and negotiation strategies to issues of professional practice.
Quarter Credit Hours: 1 | Prerequisite: MT302

MT355: Marketing Research

This course explores how an organization collects and interprets information about the marketplace to develop effective strategies. It covers the use of statistical and analytical techniques used to measure and predict consumer behavior, assist product and service developers, guide sales or service management decisions, and evaluate marketing initiatives. The use of the Internet in marketing research is an integral part of the course.

Quarter Credit Hours: 6 | Prerequisite: MT219 or Department Chair approval

MT355M1: Research Problems

Formulate a research problem.
Quarter Credit Hours: 1 | Prerequisite: MT219 or Department Chair approval

MT355M2: Research Designs

Determine an appropriate research design to address the problem.
Quarter Credit Hours: 1 | Prerequisite: MT219 or Department Chair approval

MT355M3: Data Collection Methods

Design appropriate data collection methods.
Quarter Credit Hours: 1 | Prerequisite: MT219 or Department Chair approval

MT355M4: Data-Based Solutions

Recommend a business solution based upon data analysis and interpretation.
Quarter Credit Hours: 1 | Prerequisite: MT219 or Department Chair approval

MT355M5: Research Reports

Prepare a research report.
Quarter Credit Hours: 1 | Prerequisite: MT219 or Department Chair approval

MT355M6: Global Competitiveness and Collaboration

Understand competitiveness and collaboration in a global economy.
Quarter Credit Hours: 1 | Prerequisite: MT219 or Department Chair approval

MT357: Digital Marketing

This course provides an in-depth look at the way the Internet is changing the landscape for marketing goods and services in the global environment. You will learn about the theory and practice of such concepts as "the cloud," search engine algorithms, social media impact, developing a successful digital marketing strategy, and cybersecurity and the ethical considerations associated with digital marketing.
Quarter Credit Hours: 6 | Prerequisite: MT219 or Department Chair approval

MT358: Social Media Marketing

This course builds on e-marketing concepts focusing on social network marketing. It covers the rapid growth of social networks as a tool for marketing in the global environment. You will learn about key social networking websites including Facebook, Twitter, LinkedIn®, and others. Additionally, you will learn about the theory and practice of utilizing social networks as part of the B2B and B2C marketing strategies as well as ethical considerations associated with social network marketing.
Quarter Credit Hours: 6 | Prerequisite: MT219 or Department Chair approval

MT359: Advertising, Promotion, PR - Integrated Marketing Communication Strategies

This course looks at integrated marketing communications through a comprehensive plan that evaluates the strategic roles of general advertising, direct response, sales promotion, and public relations. It examines both established advertising media (print, radio, and television) and alternative and emerging medias (the Internet and beyond), focusing on how they influence communication strategies to manage demand and to sell products and services.

Quarter Credit Hours: 6 | Prerequisite: MT219 or equivalent

MT361: Foundations of Real Estate Practice

This course will address the foundational concepts necessary to prepare the business student for real estate specialization. Such topics as the real estate market environment, the sales process, product market analysis, legal and ethical considerations, industry customer service, and real estate appraisal and documentation will be examined. This course assists in preparing students for the national real estate or broker license exam. Please note this course does not meet or contribute to any state's educational requirements to obtain a real estate license.

Quarter Credit Hours: 6 | Prerequisite: None

MT400: Business Process Management

This course examines Business Process Management (BPM) based on the 7FE model developed by Jeston and Nellis. The 7FE model proposes a comprehensive approach to BPM, starting from a strategic analysis of the effort and continuing through focused process analysis, improvement, implementation, and sustainability of the benefits. Inputs, deliverables, critical steps, and risks are examined throughout the course.

Quarter Credit Hours: 6 | Prerequisite: MM255 or equivalent 200-level math course

MT400M1: Develop Strategic BPM Plans

Assess the role of a business process within the strategic structure of an organization.

Quarter Credit Hours: 1 | Prerequisite: MM255 or equivalent 200-level math course

MT400M2: Measure Success Effectively

Analyze the role of planning and metrics in a successful Business Process Management (BPM) project.

Quarter Credit Hours: 1 | Prerequisite: MM255 or equivalent 200-level math course

MT400M3: Innovate Solutions Leveraging Your Employees

Analyze methods of innovation and the role of people management in Business Process Management (BPM).

Quarter Credit Hours: 1 | Prerequisite: MM255 or equivalent 200-level math course

MT400M4: Use BPM for Global Competitiveness

Analyze how Business Process Management (BPM) can increase competitiveness and collaboration in a global economy.

Quarter Credit Hours: 1 | Prerequisite: MM255 or equivalent 200-level math course

MT400M5: Develop Effective Implementation Plans

Evaluate methods to implement and deliver benefits from a Business Process Management (BPM) project.

Quarter Credit Hours: 1 | Prerequisite: MM255 or equivalent 200-level math course

MT400M6: Ensure Sustained Success With BPM

Evaluate methods to sustain benefits from a Business Process Management (BPM) project.

Quarter Credit Hours: 1 | Prerequisite: MM255 or equivalent 200-level math course

MT421: Financial Planning

This course will review and evaluate various techniques, strategies, and concepts used in personal financial planning. You will learn how to identify financial planning needs, given life situations, and set a strategy using personal financial planning products available via the industry's offerings. You will learn to create a personal financial plan to include strategies for investment, insurance, retirement, and estate planning. You will learn attributes of personal tax preparation, personal credit and loans, and mortgage loan products. This course includes content that will assist those interested in pursuing a career in financial planning.

Quarter Credit Hours: 6 | Prerequisite: MT483

MT422: Portfolio Management

This course examines methods of constructing and managing an investment portfolio of assets, including common stocks, corporate and government bonds, and alternative investments. Students study how to evaluate and select assets to include in the portfolio based on capital market expectations as well as how to utilize diversification and derivatives strategies to maintain portfolio risk within desired bounds.

Quarter Credit Hours: 6 | Prerequisite: MT480 and MT483

MT423: Asset Allocation and Risk Management

This course will provide you with the tools and knowledge to analyze asset allocation models to optimize returns and quantify risks. The course further investigates the large universe of indirect and direct investing, internal structures, and management of various types of investment portfolios. Various risk metrics and analysis models will be discussed and utilized to evaluate asset allocation, and market performance. You will gain a stronger understanding of the importance of asset allocation for investment returns, risk mitigation, and the role mutual funds play in the universe of investment products marketed to institutions and consumers. This course goes beyond the general investment or portfolio management course to focus more on investments and asset allocation methodology.

Quarter Credit Hours: 6 | Prerequisite: MT480 and MT483

MT424: Introduction to Derivatives and Risk Management

This course provides students with an introduction to derivatives and risk management. Students will learn to identify risk and evaluate risk management techniques. The use of derivatives and risk management plans will also be covered. The course will also cover applicable regulations and limitation of mitigating risk.

Quarter Credit Hours: 6 | Prerequisite: MT480 and MT483

MT426: Principles of Risk Management and Insurance

This course is a study of managing risk of individuals and companies. Risk management is a process that identifies loss exposure faced by individuals and organizations; you will understand how to select the most appropriate techniques for treating such exposures through the study of risk management principles and insurance, analyzing risk in society, and an introduction to insurance and risk, risk management, financial operations of insurers, government regulations of insurance, insurance contracts, life insurance contractual provisions, buying life insurance, and social insurance.

Quarter Credit Hours: 6 | Prerequisite: MT453

MT431: Real Estate Finance and Ethics

Students receive an overview of the financial and ethical considerations involved in real estate transactions. The financial markets and institutions currently supporting the industry are explored. Credit instruments and loan documentation will be reviewed along with the government's control of the financial markets. Identification of the correct financing vehicle for specific real estate transactions will be practiced to assist in preparing students for the national real estate exam or broker license exam. Please note this course does not meet or contribute to any state's educational requirements to obtain a real estate license.

Quarter Credit Hours: 6 | Prerequisite: MT361

MT432: Real Estate Law

Through review of the various legal responsibilities of the real estate practitioner, contracts, and ethics, students will explore the legal foundations of real estate and brokerage ownership. Broker and sales agent liabilities, warranties, and appropriate documentation required for compliance in the field of real estate sales are stressed to assist in preparing students for the national real estate or broker license exam. Please note this course does not meet or contribute to any state's educational requirements to obtain a real estate license.

Quarter Credit Hours: 6 | Prerequisite: MT361

MT433: Global Supply Chain Management

With the continuing globalization of industry, the practice of supply chain management has become a strategic and indispensable component for all firms, regardless of size. Even the smallest companies can contract with suppliers across the world to improve their standing in the crowded global marketplace. This course offers an overview of issues that surround global supply chain management. Topics include issues in supply and operations, integration, performance measurement, and use of technology in the supply chain.

Quarter Credit Hours: 6 | Prerequisite: MT302

MT434: Logistics and Distribution Management

Success within the global supply chain depends on logistics and distribution management. Utilizing alignment with business strategy, logistics, and distribution professionals ensure customer value within the global pipeline. This course covers concepts of strategy, customer value, performance measures, risk management, and information flow within the logistics and distribution business professions.

Quarter Credit Hours: 6 | Prerequisite: MT302

MT435: Operations Management

This course focuses on the importance of the operations function in organizations. You will examine the fundamental issues of facilities location, output planning, inventory control, scheduling, and quality control. The course emphasizes quality and its impact in securing a strategic advantage for manufacturing and service entities.

Quarter Credit Hours: 6 | Prerequisite: MT302

MT435M1: Understand Quality and Lean

Examine the business concepts of quality management and lean systems.

Quarter Credit Hours: 1 | Prerequisite: MT302

MT435M2: Implement Design Concepts

Create a product design and a service design within an operations management environment.

Quarter Credit Hours: 1 | Prerequisite: MT302

MT435M3: Relate Fields of Business

Compare human resource management and project management principles to those of operations management.

Quarter Credit Hours: 1 | Prerequisite: MT302

MT435M4: The Role of Supply Chain in Operations

Examine supply chain management and global supply chain concepts supportive of operations management efforts.

Quarter Credit Hours: 1 | Prerequisite: MT302

MT435M5: Utilize Forecasting and Inventory Data

Evaluate the purpose of forecasting and inventory management within operations management.

Quarter Credit Hours: 1 | Prerequisite: MT302

MT435M6: Create a Facility Design

Create a facility design within an operations management environment.

Quarter Credit Hours: 1 | Prerequisite: MT302

MT436: Purchasing and Vendor Management

The key to successful supply chain management is suppliers. This course focuses on the purchasing function and goes into detail regarding issues surrounding vendor management. Discussion begins with the purchasing process, procedures, and the strategic role of purchasing within the company. The course addresses supplier selection, supplier quality management, and worldwide procurement, concluding with topics surrounding strategic considerations.

Quarter Credit Hours: 6 | Prerequisite: MT302

MT437: Strategic Warehouse Management

The modern supply chain relies on effective and efficient strategic warehouse management. Successful warehouse management leadership understands the complex constraints of the supply chain. This course covers concepts of inventory, transportation, sustainability, risk management, packaging and handling, and operations analysis within the operational warehousing environment of business.

Quarter Credit Hours: 6 | Prerequisite: MT433, MT434, and MT436

MT445: Managerial Economics

This course examines the major economic factors that affect business decision making. This course will focus on microeconomics, macroeconomics, and international trade. Students will learn applications of economic principles.

Quarter Credit Hours: 6 | Prerequisite: BU204 or equivalent

MT445M1: Opportunity Costs and Economic Decisions

Evaluate opportunity costs in the business decision-making process.

Quarter Credit Hours: 1 | Prerequisite: BU204 or equivalent

MT445M2: Changes in Market Equilibrium

Analyze the effects of changes in demand and supply on market equilibrium.

Quarter Credit Hours: 1 | Prerequisite: BU204 or equivalent

MT445M3: Market Structures and Profit Maximization

Analyze the production decision in profit maximization for the four primary market structures.

Quarter Credit Hours: 1 | Prerequisite: BU204 or equivalent

MT445M4: Economic Growth and Macroeconomic Indicators

Examine how U.S. macroeconomic indicators are used to gauge economic health.

Quarter Credit Hours: 1 | Prerequisite: BU204 or equivalent

MT445M5: Fiscal and Monetary Policy

Examine how fiscal and monetary policies affect the U.S. economy.

Quarter Credit Hours: 1 | Prerequisite: BU204 or equivalent

MT445M6: Impacts of Globalization on the U.S. Economy

Evaluate the effects of globalization and international trade on the U.S. economy.

Quarter Credit Hours: 1 | Prerequisite: BU204 or equivalent

MT450: Marketing Management

This course examines the concepts and principles involved in marketing analysis and implementation of the marketing strategy in consumer, industrial, and service organizations. It explains all the elements of the marketing mix, including product, price, promotion, and distribution. Students analyze the social forces and international aspects of marketing.

Quarter Credit Hours: 6 | Prerequisite: MT219 or equivalent

MT450M1: Strategic Marketing Decisions

Examine how marketing strategies influence marketing decisions.

Quarter Credit Hours: 1 | Prerequisite: MT219 or equivalent

MT450M2: Marketing Research Plan

Develop a marketing research plan for a product.

Quarter Credit Hours: 1 | Prerequisite: MT219 or equivalent

MT450M3: Marketing Opportunities

Evaluate a firm's marketing opportunities.

Quarter Credit Hours: 1 | Prerequisite: MT219 or equivalent

MT450M4: Marketing Mix Evaluation

Evaluate the Marketing Mix for a product.

Quarter Credit Hours: 1 | Prerequisite: MT219 or equivalent

MT450M5: Customer Relationship Management Plan

Create a Customer Relationship Management Plan.

Quarter Credit Hours: 1 | Prerequisite: MT219 or equivalent

MT450M6: Services Marketing Mix

Apply Marketing Mix principles to business or consumer services.

Quarter Credit Hours: 1 | Prerequisite: MT219 or equivalent

MT451: Managing Technological Innovation

In this course, students will observe how business leaders manage the adoption and/or application of technological innovation. Students will be introduced to the technology adoption life cycle, several methods of technology forecasting, and the fostering/hindering effects of internal company culture. Finally, students will trace the technology life cycle of a specific technology of their own choosing, discuss how the innovation has affected business, and prepare a projection of its use in industry for the foreseeable future.

Quarter Credit Hours: 6 | Prerequisite: None

MT453: Professional Selling

This course covers the broad spectrum of the principles and practices of selling. Students will learn about the theory and practice of concepts such as prospecting, probing, identifying client needs, negotiations, presenting and closing sales, and building relationships.

Quarter Credit Hours: 6 | Prerequisite: MT219 or Department Chair approval

MT455: Salesforce Management

This course focuses on the management of an organization's personal selling function. Recruiting, developing, motivating, and retaining a talented salesforce are essential to an enterprise's ability to compete. Through readings and other educational activities, students learn the tactical issues and strategies for developing the salesforce into an effective sales team, the fundamentals of strategic planning, the customer relationship aspects of personal selling, and how to evaluate and control personal selling activities.

Quarter Credit Hours: 6 | Prerequisite: MT219 or Department Chair approval

MT459: Consumer Behavior

This course provides an overview of consumer behavior and explains how it impacts marketing strategy. It covers consumer research, market segmentation, and motivation, focusing on individual personality, perceptions, attitudes, and learning, as well as the influence of groups on consumer behavior. The consumer decision-making process is highlighted.

Quarter Credit Hours: 6 | Prerequisite: MT219 or Department Chair approval

MT460: Management Policy and Strategy

This course demonstrates how to create a strategic business plan and the policies that support it. You will learn how to craft, communicate, implement, and monitor a strategic plan, reformulating it as the need arises.

Quarter Credit Hours: 6 | Prerequisite: Any 300- or 400-level Marketing course

MT460M1: Fundamentals of Business Strategy

Assess business strategy using a variety of seminal theories, principles, and concepts.

Quarter Credit Hours: 1 | Prerequisite: MT355 or MT450

MT460M2: Business Strategy Analysis

Use a variety of analytical tools to monitor and improve business strategy.

Quarter Credit Hours: 1 | Prerequisite: MT355 or MT450

MT460M3: Strategic Decision-Making

Formulate strategic business decisions from a management, leadership, and organizational design perspective.

Quarter Credit Hours: 1 | Prerequisite: MT355 or MT450

MT460M4: Strategic Planning for Competitive Advantage

Develop a strategic framework to increase the competitive advantage of a business.

Quarter Credit Hours: 1 | Prerequisite: MT355 or MT450

MT460M5: Implementing a Business Strategy

Design a plan to implement a business strategy throughout an organization.

Quarter Credit Hours: 1 | Prerequisite: MT355 or MT450

MT460M6: Strategic Business Policies

Compose business policies to enable implementation of a strategic plan.

Quarter Credit Hours: 1 | Prerequisite: MT355 or MT450

MT475: Quality Management

You will learn about the important field of quality management as an element of the professional business world. The course reviews various quality methodologies valuable to the success of an organization. Continuous improvement and the concept of processes as supporting elements of a quality program will be explored. Leadership, teamwork, performance measures, and quality tools will be applied to supply chain management, connecting quality management to another key area of business.

Quarter Credit Hours: 6 | Prerequisite: MT302

MT480: Corporate Finance

Corporate Finance is an upper-level finance course designed to provide a framework for understanding and analyzing investment and financial decisions of corporations. A basic understanding of how financial assets are priced is necessary to understand how to make a good decision for the corporation.

Quarter Credit Hours: 6 | Prerequisite: MT217

MT480M1: Financial Statement Analysis

Analyze financial statements to measure the financial performance of a business entity.

Quarter Credit Hours: 1 | Prerequisite: MT217

MT480M2: Time Value of Money

Apply Time Value of Money concepts to assess those business decisions involving sets of cash flows.

Quarter Credit Hours: 1 | Prerequisite: MT217

MT480M3: Cost of Debt and Equity

Calculate the cost of debt and equity to determine capital structure policy.

Quarter Credit Hours: 1 | Prerequisite: MT217

MT480M4: Assess Investment Options

Assess investment options based upon cost of capital and expected returns.

Quarter Credit Hours: 1 | Prerequisite: MT217

MT480M5: Foreign Exchange

Compute financial transactions based upon foreign exchange rates.

Quarter Credit Hours: 1 | Prerequisite: MT217

MT480M6: Cost of Capital Models

Incorporate the combined attributes of debt and equity given a cost of capital model.

Quarter Credit Hours: 1 | Prerequisite: MT217

MT481: Financial Markets

This course examines the various types of securities and the factors that influence their value, as well as the markets in which they are traded.

You will focus on how these markets work with the corporate finance function.

Quarter Credit Hours: 6 | Prerequisite: BU204 or MT220, and MT217

MT482: Financial Statement Analysis

Financial Statement Analysis is designed to prepare you to analyze and utilize financial statements and valuation models to assess the value of a firm. The four key components of this course are: (1) financial ratio and cash flow analysis, (2) accounting analysis and valuation, (3) business strategy and valuation analysis, and (4) forecasting and risk analysis.

Quarter Credit Hours: 6 | Prerequisite: MT217 or equivalent

MT482M1: Examine the Financial Performance of a Company

Examine the financial performance of a company using its financial statements.

Quarter Credit Hours: 1 | Prerequisite: MT217 or equivalent

MT482M2: Assess the Nature of Assets, Debt, and Equity

Assess the principle characteristics of liabilities (debt), equity, and assets.

Quarter Credit Hours: 1 | Prerequisite: MT217 or equivalent

MT482M3: Analyze Cash Flow

Analyze cash flow measures for insight into all business activities.

Quarter Credit Hours: 1 | Prerequisite: MT217 or equivalent

MT482M4: Examine Company Performance Through Rates of Return

Examine the usefulness of return measures in financial statement analysis.

Quarter Credit Hours: 1 | Prerequisite: MT217 or equivalent

MT482M5: Project Financial Statements

Project financial statements, including the income statement, balance sheet, and statement of cash flows, for an organization.

Quarter Credit Hours: 1 | Prerequisite: MT217 or equivalent

MT482M6: Determine the Value of a Company

Determine the value of a company through conducting effective earnings forecasts and analysis.

Quarter Credit Hours: 1 | Prerequisite: MT217 or equivalent

MT483: Investments

This course examines the principles and methods of investing in equity, fixed-income instruments, and derivatives. Students study types of investments, perform analysis of markets, and learn the mechanics of trading.

Quarter Credit Hours: 6 | Prerequisite: MT217

MT490: Bachelor's Internship in Management

This course will provide you with practical work experience in a real-world environment. You will arrange an onsite internship working as a professional for a cooperating employer or a virtual internship with a participating organization. Both the onsite internship and virtual internship environments will provide practical, real-world experiences and mentoring from experienced professionals. This experience will help you develop professional competencies that are desirable in the career marketplace.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

MT499: Bachelor's Capstone in Management

This capstone course builds on the concepts of all the courses taken within the Bachelor of Science in Business Administration and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Mathematics (MM)

MM150: Survey of Mathematics

Students will improve their background in mathematical concepts and skills utilizing real-world scenarios to solve math problems. Students will also enhance their own knowledge by demonstrating the ability to explain and interpret concepts, which is a valued skill in many fields. The topics may include sets, variables, measurement, and statistics.

Quarter Credit Hours: 5 | Prerequisite: None

MM150M1: Sets and Set Relationships

Recognize relationships between sets.

Quarter Credit Hours: 1 | Prerequisite: None

MM150M2: Equations in Real Life

Solve real-life problems using equations.

Quarter Credit Hours: 1 | Prerequisite: None

MM150M3: Professional and Personal Math

Use mathematics in personal and professional contexts.

Quarter Credit Hours: 1 | Prerequisite: None

MM150M4: Measurement Systems

Convert between and within measurement systems.

Quarter Credit Hours: 1 | Prerequisite: None

MM150M5: Basic Statistical Techniques

Analyze data using basic statistical techniques in real-life situations.

Quarter Credit Hours: 1 | Prerequisite: None

MM207: Statistics

This course serves as an introduction to collecting, organizing and summarizing, and analyzing data using statistical software. Topics include basic terminology, measurement, sampling procedures, graphical and numerical descriptions of data, basic probability, and making inferences from a sample to the population. Statistical software is required in this course and used extensively. The course focuses on "thinking with" statistics rather than "computing" statistics.
Quarter Credit Hours: 5 | Prerequisite: MM150 or higher

MM207M1: Examining Data

Examine data appropriately.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM207M2: Graphical Methods

Explain data using graphical methods.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM207M3: Variable Relationships

Determine the relationship between two variables.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM207M4: Applying Probability

Apply probability to real-world problems.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM207M5: Confidence Intervals

Calculate confidence intervals to estimate population parameters.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM212: College Algebra

This course covers topics of algebra, including linear functions, equations and inequalities, systems of equations with two variables, polynomial functions, rational and radical equations and inequalities, exponential and logarithmic functions, ratios, proportions, variation, and graphing.
Quarter Credit Hours: 5 | Prerequisite: None

MM212M1: Factoring and Polynomials

Manipulate problems involving polynomials.
Quarter Credit Hours: 1 | Prerequisite: None

MM212M2: Analyzing Rational and Radical Expressions

Analyze rational and radical expressions.
Quarter Credit Hours: 1 | Prerequisite: None

MM212M3: Solving Linear Equations and Graphing

Solve linear equations.
Quarter Credit Hours: 1 | Prerequisite: None

MM212M4: Solving Quadratic Equations

Solve quadratic equations.
Quarter Credit Hours: 1 | Prerequisite: None

MM212M5: Solving Exponential and Logarithmic Equations

Solve exponential and logarithmic equations.
Quarter Credit Hours: 1 | Prerequisite: None

MM250: Discrete Mathematics

This course is designed to provide information technology and computer science students with an overview and appreciation of mathematical concepts, highlighting applications of mathematics to information technology and computer science. Topics include set theory, logic, matrices, sequences and series, graph theory, and algorithm analysis. The student will complete assignments in each of these areas and be able to identify and apply the core concepts in each of these areas to related problems.
Quarter Credit Hours: 5 | Prerequisite: MM150 or MM212

MM250M1: Numbers and Logical Reasoning

Apply logical reasoning to address real-world problems.
Quarter Credit Hours: 1 | Prerequisite: MM150 or MM212

MM250M2: Counting Techniques and Probability

Solve problems using elementary probability.
Quarter Credit Hours: 1 | Prerequisite: MM150 or MM212

MM250M3: Sets, Sequences, and Series

Solve problems using arithmetic sequences and series.
Quarter Credit Hours: 1 | Prerequisite: MM150 or MM212

MM250M4: Graph Theory and Trees

Apply discrete structures to model real-world situations.
Quarter Credit Hours: 1 | Prerequisite: MM150 or MM212

MM250M5: Transition Diagrams

Apply matrices to model real-world situations.
Quarter Credit Hours: 1 | Prerequisite: MM150 or MM212

MM255: Business Math and Statistical Measures

In this course, the student will apply math skills and knowledge to solve financial problems and conduct statistical analyses. Through expert step-by-step guidance using sample problems and solutions related to banking, credit, basic finance, investments, and statistics, the student will also gain an understanding of financial instruments and terminology used in business.
Quarter Credit Hours: 5 | Prerequisite: MM150 or higher

MM255M1: Applications of Business Formulas

Apply mathematical formulas to everyday business transactions.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM255M2: Interest and Loan Concepts and Calculations

Apply mathematical concepts to starting or running a small business.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM255M3: Business Investments

Analyze the results of mathematical calculations to make financial decisions.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM255M4: Business Statistics

Calculate and apply measures of central tendency and standard deviation to business applications.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM255M5: Making Financial Business Decisions

Recommend business actions using cost analysis.
Quarter Credit Hours: 1 | Prerequisite: MM150 or higher

MM260: Linear Algebra

This course is designed to provide students with an overview and appreciation of linear algebra concepts, highlighting applications of linear algebra to real-world situations. Topics include vector operations, matrices, spaces and subspaces, eigenvalues and eigenvectors, and real-world applications of linear algebra. The student will complete assignments in each of these areas and be able to identify and apply the core concepts in each of these areas to related problems.
Quarter Credit Hours: 5 | Prerequisite: MM212

MM305: Business Statistics and Quantitative Analysis

This course introduces the student to basic business statistics and quantitative analysis and their application in solving business problems. Through a combination of readings, practical application exercises, discussions, and use of computer software packages, the student will be provided with the introductory knowledge and the skills needed by managers to optimize the decision-making process.

Quarter Credit Hours: 6 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207 or MM255

MM305M1: Descriptive Statistics and Probability

Apply descriptive statistics and probability methods to business situations.

Quarter Credit Hours: 1 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207

MM305M2: Sampling Distributions and Estimation

Analyze sampling distributions and estimation strategies using technology.

Quarter Credit Hours: 1 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207

MM305M3: Hypothesis Testing

Apply hypothesis testing to real-world situations.

Quarter Credit Hours: 1 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207

MM305M4: Decision Analysis

Apply decision analysis strategies to real-world situations.

Quarter Credit Hours: 1 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207

MM305M5: Regression and Forecasting

Recommend solutions to business problems using quantitative analysis.

Quarter Credit Hours: 1 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207

MM305M6: Project Management Techniques

Evaluate business practices with quantitative analysis techniques.

Quarter Credit Hours: 1 | Prerequisite: Students enrolled in the Bachelor of Science in Business Administration or Finance programs: MM255; all other students: MM207

Medical Assisting (MA)

MA250: Online Professionalism in Health Care

This course will focus on the aspects of professionalism that a health care professional needs in order to successfully work in a medical office setting, including communication skills, personal appearance, and interpersonal interactions. The course will prepare students for the clinical experience.

Quarter Credit Hours: 1 | Prerequisite: SC131 | Corequisite: MA265

MA260: Clinical Competencies I

This course introduces students to procedures commonly performed in a health care setting with special attention to understanding how aseptic technique, documentation, and safety apply to each skill. Specific competencies will include: health history, vital signs, specialty exams, sterilization, minor surgical procedures, surgical asepsis, growth charts, and electrocardiograms (EKGs).

Quarter Credit Hours: 5 | Prerequisite: SC131

MA265: Online Clinical Competencies I

The course introduces you to procedures commonly performed in a health care setting with special attention to aseptic technique, documentation, and safety. Specific competency simulations will include: collecting a health history, vital signs, specialty exams, sterilization, minor surgical procedures, surgical asepsis, growth charts, and electrocardiograms.

Quarter Credit Hours: 5 | Prerequisite: SC131

MA270: Clinical Competencies II

This course introduces students to procedures commonly performed in a health care setting with special attention to aseptic technique, documentation, and safety. Specific competencies will include: specimen processing, methods of quality control, capillary and venipuncture, Clinical Laboratory Improvement Amendments (CLIA)-waived testing, microbiology and immunology procedures, urinalysis, and administering medications.

Quarter Credit Hours: 5 | Prerequisite: MA260

MA275: Online Clinical Competencies II

This course introduces you to procedures commonly performed in a health care setting with special attention to aseptic technique, documentation, and safety. Specific competency simulations will include: specimen processing, methods of quality control, capillary and venipuncture, Clinical Laboratory Improvement Amendments (CLIA)-waived testing, microbiology and immunology procedures, urinalysis, and administering medications.

Quarter Credit Hours: 5 | Prerequisite: MA265

MA280: Online Clinical Competencies III

This course will focus on the performance of clinical skills in an approved medical facility or educational medical lab, as appropriate. Students will complete a minimum of 50 hours and all required competency skills.

Quarter Credit Hours: 1 | Prerequisite: MA275 and permission from the Clinical Placement Team

MA285: Comprehensive Medical Assisting

This course highlights the critical components of success for the "about to be" medical assistant. It will review knowledge of key competencies you will need to master to pursue professional credentials and practice; professional, ethical, and legal standards; and current trends and issues you need to know to successfully step into a medical assistant position.

Quarter Credit Hours: 5 | Prerequisite: None

MA290: Medical Assisting Externship and Evaluation

Successful completion of this course will require 160 nonpaid hours of clinical and administrative experience at an approved health care setting. Students will be evaluated on the performance of expected competencies, including a certification exam, by the end of this course.

Quarter Credit Hours: 5 | Prerequisite: HS101, HS210, HS220, MA270, and last term

MA295: Online Medical Assisting Externship and Evaluation

Successful completion of this course will require 160 hours of clinical and administrative experience at an approved health care setting. Students will be evaluated on the performance of expected competencies, including a practice credentialing exam, at the end of the course.

Quarter Credit Hours: 5 | Prerequisite: MA280 and permission of the Clinical Placement Team

Medical Office Management (MO)

MO250: Medical Records Management

Students are familiarized with the content, format, and management of the medical health record including the utilization of the electronic medical record. Students compare and evaluate the electronic medical record with the traditional printed medical record. Students evaluate the reliability and accuracy of data found in the medical record.

Quarter Credit Hours: 3 | Prerequisite: None

MO270: Advanced Medical Office Management

The course explores guidelines for running the medical office. Topics include personnel management, governmental compliance, risk assessment, and basic business practices.

Quarter Credit Hours: 5 | Prerequisite: None

MO290: Medical Office Administration Externship and Evaluation

This course is designed to provide you with an opportunity to review all knowledge competencies of the Medical Office Administration Certificate through completion of an externship. Successful completion of this course will require 160 hours of administrative experience at an approved health care setting. Through this externship and capstone experience, you will gain clinical experience in procedures and functions common to the medical office. You will be evaluated on the performance of expected competencies at the end of the course.

Quarter Credit Hours: 3 | Prerequisite: MO270 and permission of the Clinical Placement Team

Nursing (NU)

NU102: Nursing Fundamentals

This course introduces students to the role of the professional registered nurse, the role of other health care providers, and the health care system from historical, legal, and ethical perspectives. Topics will include health and health promotion throughout the life span with a focus on the nursing process. Students will learn initial assessment and vital sign monitoring. With an emphasis on client safety, students will learn the fundamental nursing skills of communicating therapeutically, providing comfort, bathing and personal care, meeting nutritional needs, and assisting with mobility. Cultural diversity and care of the older adult will be introduced. Students will learn to effectively document client records and to provide reports to other providers. This course includes lab and clinical components.

Quarter Credit Hours: 7 | Prerequisite: MM212, SC131, and SC246 | Corequisite: NU104 and NU107

NU104: Pathophysiology for Nursing

This course focuses on concepts of pathophysiology essential to understanding alterations in body systems and developing professional nursing clinical decision-making skills for health promotion, risk reduction, and disease management across the life span. The course provides a comprehensive nursing approach to common alterations in body systems and addresses etiology, clinical presentation, and appropriate treatment of the disease process.

Quarter Credit Hours: 5 | Prerequisite: MM212, SC131, or SC246

NU107: Pharmacology for Nursing

In this course, students are taught basic principles of pharmacology including its relationship to the health of individuals and families. Course topics include drug actions, drug interactions, therapeutic and adverse effects of drugs, food-drug interactions, drug classifications, and the basic pharmacology of commonly used medications. Emphasis is placed on nursing responsibilities and client education.

Quarter Credit Hours: 6 | Prerequisite: MM212, SC131, and SC246

NU114: Medical-Surgical Nursing I

This course will prepare students to use the nursing process to care for adult medical and surgical clients. The course will focus on developing basic critical thinking, health promotion, communication, and assessment skills. Care planning, nursing interventions, patient education, and health care technologies will also be addressed.

Course-specific content will include nursing care related to health care alterations in the following body systems: respiratory, cardiac, renal, endocrine, and peripheral vascular. Students will participate in clinical education activities in a medical-surgical acute or chronic care setting. Quarter Credit Hours: 8 | Prerequisite: NU102 and NU107 | Corequisite: NU104

NU123: Maternal Infant Nursing

This course will prepare students to care for women and infants during the prenatal, labor and delivery, postpartum, and neonatal periods. Topics will include issues affecting childbearing families including fertility, pregnancy, childbirth, postpartum care, and common problems in infancy. The course will also address common mental health issues affecting families during the transition to parenthood. Through clinical and/or laboratory simulation experiences, students will address the health needs of women and infants before, during, and after pregnancy as well as throughout infancy.

Quarter Credit Hours: 5 | Prerequisite: NU133

NU133: Medical-Surgical Nursing II

This course will prepare students to implement the nursing process in the care of adult medical and surgical clients. The course will focus on the application of critical thinking, risk reduction, communication, and assessment skills developed in Medical-Surgical Nursing I. Care planning, nursing interventions, patient education, and health care technologies will be addressed. Course-specific content will include nursing care related to health care alterations in the following body systems: gastrointestinal, neurological, musculoskeletal, integumentary, sensory, and reproductive. Students will participate in clinical education activities in a medical-surgical acute or chronic care setting.

Quarter Credit Hours: 7 | Prerequisite: NU114

NU222: Pediatric Nursing

In this course, students will learn about normal growth and development of children, health care needs of children and families, health promotion, risk reduction, and childhood health problems of acute and long-term nature, as well as the influence of illness on the family. Through structured, sequential, competency-based clinical assignments and/or simulation experiences, students will address the health and nursing needs of children and beginning/developing families.

Quarter Credit Hours: 6 | Prerequisite: NU132

NU223: Pediatric Nursing

In this course, you will learn about normal growth and development of children, health care needs of children and families, health promotion, risk reduction, and childhood health problems of acute and long-term nature, as well as the influence of illness on the family. Through structured, sequential, competency-based clinical assignments and/or simulation experiences, you will develop plans of care that address the health and nursing needs of children and beginning/developing families.

Quarter Credit Hours: 5 | Prerequisite: NU133

NU242: Mental Health Nursing

In this course, students are taught the major theoretical concepts in mental health related to the assessment of needs and the planning of care for persons with mental health problems. Emphasis is placed on examination of mental health disorders and the various roles and functions of the mental health nurse. Through structured, sequential, competency-based clinical and/or lab assignments, the student will care for persons with mental health conditions requiring professional treatment.

Quarter Credit Hours: 5 | Prerequisite: NU111 and PS124

NU262: Medical-Surgical Nursing III

This course will prepare students to care for adult clients experiencing complex multisystem medical-surgical, rehabilitative, or restorative conditions. The course will focus on the application of management, leadership, critical thinking, risk reduction, communication, and assessment skills. In addition to the refinement of clinical skills and knowledge gained in Medical-Surgical Nursing I and II, students will gain experience in practice management, leadership roles, and the use of health care technologies within their clinical experience. Clinical placements will take place across a variety of settings.

Quarter Credit Hours: 5 | Prerequisite: NU132

NU280: Leadership and Trends in Nursing

This course is designed to explore the role of the nurse as a leader in the profession and in health care delivery. Through this course, students will gain a better understanding of leadership styles and techniques and will enhance their individual leadership skills in maintaining standards of care. The course also emphasizes the professional role of the nurse in assisting individuals in the community in locating and utilizing appropriate community resources. Principles and theories of leadership will be integrated and related to the role of the professional nurse in the delivery of care to individuals, groups, and communities.

Quarter Credit Hours: 5 | Prerequisite: Last term and completion of all required courses in the program

NU297: Capstone

The capstone is designed to build on the concepts covered in nursing courses students have taken as a part of their program. This course assists the student in the integration of the competencies essential for the practice of professional nursing. The student will progress to more independent functions in clinical experiences. The clinical site will be dependent upon the student's needs and based upon the joint analysis of the student and faculty prior to placement. Throughout the term, students will focus on preparation for the NCLEX-RN® examination.

Quarter Credit Hours: 7 | Prerequisite: Last term and completion of all required courses in the program | Corequisite: NU280

NU300: Professional Leadership Transitions

In Professional Leadership Transitions you will examine diverse roles of the professional nurse within complex health care systems and interprofessional teams; investigate application of information technology and evidence-based practice tools to improve patient outcomes; investigate application of leadership, communication, and teaching/learning skills to promote continuous quality improvement; and plan for your unique role as a practicing and developing member of a profession.

Quarter Credit Hours: 6 | Prerequisite: Admission to the program

NU300M1: Leading in Excellence

Appraise the leadership characteristics necessary for professional nursing leadership.

Quarter Credit Hours: 1 | Prerequisite: Admission to the program

NU300M2: Leading in a Diverse World

Assess how culture and values affect community care within interprofessional health care teams.

Quarter Credit Hours: 1 | Prerequisite: Admission to the program

NU300M3: Leading in Evidence-Based Practice

Support the use of research and evidence-based practice to improve patient outcomes.

Quarter Credit Hours: 1 | Prerequisite: Admission to the program

NU300M4: Leading in Health Care Technology

Support the use of information management and patient care technology to improve patient outcomes.

Quarter Credit Hours: 1 | Prerequisite: Admission to the program

NU300M5: Leading in Professionalism

Determine current and future professional values, goals, and abilities in planning for professional development.

Quarter Credit Hours: 1 | Prerequisite: Admission to the program

NU300M6: Leading in Health and Wellness

Recognize the nurse's teaching role in health promotion.

Quarter Credit Hours: 1 | Prerequisite: Admission to the program

NU301: Fundamentals of Nursing Care

This course introduces the student to the art and science of nursing. The student will learn to combine the cognitive, psychomotor, legal, and ethical skills necessary to provide safe, effective, and evidence-based care. Topics include patient safety, cultural competency, bathing and grooming, personal care, assisting with mobility, assisting with elimination, and professional communication skills. Emphasis is placed on the beginning application of therapeutic communication techniques. Introductory application to documenting patient care, the clinical reasoning process, and health promotion will also be presented. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 6 | Prerequisite: NU309, SC115, SC131, SC246, and SC435 | Corequisite: NU301ME

NU301ME: Fundamentals of Nursing Care Clinical

This course will allow students to apply theory and concepts presented in the Fundamentals of Nursing Care course. Students will demonstrate basic nursing skills and the assessment techniques used to identify and communicate normal findings and common deviations from normal in laboratory, simulation, and clinical settings. Students will begin to plan basic nursing care for clients across the life span by identifying pathophysiological processes and nursing problems, and the appropriate interventions to address patients' current health status. The student will demonstrate introductory documentation skills and use therapeutic communication techniques with patients and members of the interprofessional team. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 40 hours of laboratory and 60 hours of clinical experience.

Quarter Credit Hours: 4 | Prerequisite: NU309 | Corequisite: NU301

NU302: Transitions I for LPN-to-BSN Students

This course is designed to augment the licensed practical nurse's basic knowledge and skills with professional concepts required of a registered nurse. Emphasis will be placed on the difference between the roles of a registered nurse versus the roles of a practical nurse. At the completion of this course, students will apply nursing theory to provide safe, effective nursing care of mental health, adult, and geriatric patients with common health problems. Students will learn to assess the impact of physical, mental, functional, and social situations on the quality of life for adult, mental health and elderly patients. Upon successful completion of this course, the student is eligible to continue in the Bachelor of Science in Nursing program.

Quarter Credit Hours: 4 | Prerequisite: Permission of the Dean or the Dean's designee | Corequisite: NU302NE

NU302NE: Transitions I For LPN-to-BSN Clinical

In this course, students will apply theory and concepts presented in the Nursing Care of the Geriatric Patient, Fundamentals of Nursing Care, and Nursing Care of the Mental Health Patient and Family courses. Students will apply the nursing process to mental health and geriatric patients across the age and health continuum. Skills, simulations, and clinical experiences will focus on nursing care of geriatric and mental health patients. Emphasis will be placed on implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills. This course must be taken concurrently with the related didactic course: NU 302: Transitions I. Failure of NU 302 will result in concurrent failure of NU 302NE.

Quarter Credit Hours: 2 | Prerequisite: Permission of the Dean or the Dean's designee | Corequisite: NU302

NU303: Transitions II for LPN-to-BSN Students

This course will prepare the student to provide care to women, newborns, and families during the prenatal, labor and delivery, postpartum, and neonatal periods. Topics will include general fertility issues, pregnancy, childbirth, postpartum care, and common problems in infancy. In addition, the course will consider common mental health issues affecting families during the transition to parenthood. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU302 and NU302NE | Corequisite: NU303NE

NU303NE: Transitions II for LPN-to-BSN Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of Childbearing Families and Nursing Care of Children, Adolescents, and Families courses. Students will apply the nursing process to childbearing families in prenatal, labor and delivery, postpartum, and neonatal periods. Students will also apply the nursing process to pediatric cases across the age continuum. Skills, simulations, and clinical experiences will focus on care of childbearing families and pediatric cases. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course results in concurrent failure of the clinical. This course contains 20 hours of laboratory and 30 hours of clinical experience.

Quarter Credit Hours: 2 | Prerequisite: NU302 and NU302NE | Corequisite: NU303

NU305: Clinical Pharmacology

In this course, students are taught basic principles of pharmacotherapy in relation to the treatment of health problems throughout the life span. Students learn the steps for all routes of medication administration. Course topics include pharmacodynamics, pharmacokinetics, and basic pharmacology of commonly used medications. Emphasis will be placed on the knowledge and interventions needed to maximize therapeutic effects and prevent or minimize adverse effects of medications.

Quarter Credit Hours: 5 | Prerequisite: None | Corequisite: NU301, NU301ME, or NU307

NU307: Physical Assessment

In this course, students will learn approaches to the holistic assessment of health, focusing primarily on physical assessment. Interviewing techniques required in the collection of a health history will be presented. Assessment techniques including inspection, palpation, percussion, and auscultation will be applied to each body system. Students will differentiate normal from abnormal assessment findings based on age, gender, and ethnicity. Students will properly document subjective and objective assessment findings.

Quarter Credit Hours: 5 | Prerequisite: None

NU309: Pathophysiology for Nursing

This course explores the pathophysiology of common disease states emphasizing nursing application. The student will address scientific principles essential to understanding alterations in body systems and will develop professional nursing clinical decision making for health promotion, risk reduction, and disease management across the life span. The course examines implications for nursing practice on common alterations in body systems and addresses etiology, clinical presentation, and appropriate treatment of the disease process.

Quarter Credit Hours: 4 | Prerequisite: SC131 and SC246

NU310: Research Guided Evidence-Based Nursing Practice

This course introduces evidence-based nursing practice guided by nursing research. You will learn the roles and responsibilities of the professional nurse as a consumer of research. The foundational components of the research process are delineated. You will develop critical thinking skills specifically required to identify and appraise the best evidence available to support nursing practice and improved health care. Emphasis is placed on the components of the research process and the professional nurse's role in application of evidence to improve health care. You will complete 35 practice experience hours in this course. Quarter Credit Hours: 6 | Prerequisite: MM207 or equivalent

NU310M1: Components and Models

Distinguish components and models of the research process. Quarter Credit Hours: 1 | Prerequisite: MM207 or equivalent

NU310M2: Credibility of Sources

Appraise credibility of sources utilizing measures of reliability, validity, and level of evidence. Quarter Credit Hours: 1 | Prerequisite: MM207 or equivalent

NU310M3: Theory and Nursing Research Connections

Examine the connections among theory and nursing research. Quarter Credit Hours: 1 | Prerequisite: MM207 or equivalent

NU310M4: Ethical Research Principles

Determine the ethical principles necessary to protect human subjects and avoid scientific misconduct in research. Quarter Credit Hours: 1 | Prerequisite: MM207 or equivalent

NU310M5: Clinically Relevant Interprofessional Practice

Integrate evidence into clinically relevant interprofessional practice. Quarter Credit Hours: 1 | Prerequisite: MM207 or equivalent

NU310M6: Best Practice to Improve Patient Outcomes

Integrate research evidence for best practice to improve patient outcomes. Quarter Credit Hours: 1 | Prerequisite: MM207 or equivalent

NU311: Nursing Care of Adults I

This course prepares you to implement the nursing process in the care of adult health issues. Physiological, pathophysiological, and psychosocial concepts, care planning, and health promotion of the adult acute care patient will be addressed. The use of evidence-based practice and critical thinking will be emphasized. Nursing care from a holistic approach will be discussed. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 5 | Prerequisite: NU301 and NU301ME, and NU307 | Corequisite: NU311ME, NU305

NU311ME: Nursing Care of Adults I Clinical

This course will allow students to apply theory and concepts presented in Nursing Care of Adults I. Skills, simulations, and clinical experiences will focus on the acute care of adult patients. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 40 hours of laboratory and 90 hours of clinical experience.

Quarter Credit Hours: 5 | Prerequisite: NU301 and NU301ME | Corequisite: NU311

NU321: Nursing Care of Childbearing Families

This course will prepare the student to provide care to women, newborns, and families during the prenatal, labor and delivery, postpartum, and neonatal periods. Topics will include general fertility issues, pregnancy, childbirth, postpartum care, and common problems in infancy. In addition, the course will consider common mental health issues affecting families during the transition to parenthood. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU311 and NU311ME | Corequisite: NU321ME

NU321ME: Nursing Care of Childbearing Families Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of Childbearing Families course. Students will apply the nursing process to childbearing families in prenatal, labor and delivery, postpartum, and neonatal periods. Skills, simulations, and clinical experiences will focus on care of childbearing families. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 20 hours of laboratory and 60 hours of clinical experience.

Quarter Credit Hours: 3 | Prerequisite: NU311 and NU311ME | Corequisite: NU321

NU327: Nursing Care of Children, Adolescents, and Families

This course examines the health needs of children and families. The health care needs of children and families will be emphasized in order to promote optimum health and development for children at any stage of health or illness. This course will address the genetic and environmental factors impacting the growth and development of children and adolescents. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU311 and NU311ME | Corequisite: NU327ME

NU327ME: Nursing Care of Children, Adolescents, and Families Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of Children, Adolescents, and Families course. Students will apply the nursing process to children, adolescents, and families. Skills, simulations, and clinical experiences will focus on the care of children and adolescents. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 20 hours of laboratory and 60 hours of clinical experience.

Quarter Credit Hours: 3 | Prerequisite: NU311 and NU311ME | Corequisite: NU327

NU330: Nursing Care of the Mental Health Patient and Family

This course presents major theoretical concepts in mental health that relate to the assessment of needs and the planning of care for persons with mental health problems. Communication skills will be developed and interpersonal relationship concepts will be explored. Emphasis is placed on the examination of mental health disorders and the various roles and functions of the professional mental health nurse in caring for persons with mental health conditions requiring professional treatment. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU305 | Corequisite: NU330ME

NU330ME: Nursing Care of the Mental Health Patient and Family Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of the Mental Health Patient and Family course. Students will apply the nursing process to mental health patients and their families. Skills, simulations, and clinical experiences will focus on the care of the mental health patient in acute and community-based settings. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 60 hours of clinical experience.

Quarter Credit Hours: 2 | Prerequisite: NU305 | Corequisite: NU330

NU333: Health Assessment for the Nursing Professional

Health Assessment for the Nursing Professional builds on previous knowledge and skills from the sciences, humanities, and nursing. Students learn approaches to a holistic assessment of health, focusing primarily on physical assessment. Interviewing techniques required in the collection of a health history are learned. Assessment techniques of inspection, palpation, percussion, and auscultation are applied to each body system. Students learn to differentiate normal from abnormal assessment findings based on age, gender, and ethnicity. Proper documentation of subjective and objective assessment findings is learned.

Quarter Credit Hours: 5 | Prerequisite: NU300

NU333M1: Comprehensive Holistic Assessment and History

Analyze the various elements of a comprehensive holistic health assessment and history.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU333M2: Assessment Techniques for Skin, Hair, Nails, and Head

Apply inspection, palpation, percussion, and auscultation techniques to collect comprehensive patient health assessment data for skin, hair, and nails, and head, eyes, ears, nose, and throat (HEENT).

Quarter Credit Hours: 1 | Prerequisite: NU300

NU333M3: Assessment Techniques for Thorax and Abdomen

Apply inspection, palpation, percussion, and auscultation techniques to collect comprehensive patient health assessment data for cardiovascular, thorax, lung, and abdomen.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU333M4: Musculoskeletal and Neurological Assessment

Apply inspection, palpation, percussion, and auscultation techniques to collect comprehensive patient health assessment data for neurologic and musculoskeletal.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU333M5: Comprehensive Holistic Health Assessment

Synthesize data from a comprehensive holistic health assessment using a professionally recognized documentation format.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU341: Nursing Care of Adults II

This course builds upon previous knowledge and critical thinking skills. This course will prepare students to care for adult clients experiencing medical-surgical, rehabilitative, or restorative conditions. The course will focus on the application of critical thinking, risk reduction, communication, and assessment skills. Practice management skills, clinical awareness, and the use of health care technologies in the care of adult patients based on concepts presented in Nursing Care of Adults I will be explored. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 5 | Prerequisite: NU311 and NU311ME, NU305 |

Corequisite: NU341ME

NU341ME: Nursing Care of Adults II Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of Adults II course. Students will apply the nursing process to adult clients. Skills, simulations, and clinical experiences will focus on the care of the adult client in acute and community-based settings. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. Clinical placements will take place across a variety of settings. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 40 hours of laboratory and 90 hours of clinical experience.

Quarter Credit Hours: 5 | Prerequisite: NU311 and NU311ME, NU305 |

Corequisite: NU341

NU411: Nursing Care of Adults III

This course builds upon previous knowledge and critical thinking skills. This course will prepare students to care for adult clients experiencing complex multisystem medical-surgical, rehabilitative, or restorative conditions. The course will focus on application of management, leadership, critical thinking, risk reduction, communication, and assessment skills. Practice management skills, leadership roles, and the use of health care technologies in the care of adult patients based on concepts presented in Nursing Care of Adults I and II will be emphasized. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU341 and NU341ME | Corequisite:

NU411ME

NU411ME: Nursing Care of Adults III Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of Adults III course. Students will apply the nursing process to adult clients in complex health situations. Skills, simulations, and clinical experiences will focus on the care of the adult client in acute settings. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. Clinical placements will take place across a variety of settings. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 90 hours of clinical experience.

Quarter Credit Hours: 3 | Prerequisite: NU341 and NU341ME | Corequisite:

NU411

NU416: Chronicity Within Nursing Care Across the Life Span

The concepts of chronicity and chronic care delivery will be examined. You will apply evidence-based practice knowledge to plan the care of complex adult and pediatric patients who often have several comorbid health conditions to manage simultaneously. You will learn to assess the physical, mental, functional, economic, and social-cultural dimensions that contribute to quality of life, multiple chronic syndromes, developmental delay, and frailty. The influence of symptomatic sequelae is explored in depth, including atypical presentations, polypharmacy, interprofessional communication, and safety. Fundamentals of chronic care management and the delivery of care within the family and community will be applied. You will complete 15 practice experience hours in this course.

Quarter Credit Hours: 6 | Prerequisite: NU310

NU416M1: Strategies for Therapeutic Communication

Develop strategies of therapeutic communication for use with patients, families, and the interprofessional team.

Quarter Credit Hours: 1 | Prerequisite: NU310

NU416M2: Technology and Chronic Condition Self-Management

Analyze new technologies and virtual environments that foster innovative home care technologies to monitor and self-manage comorbid chronic health conditions.

Quarter Credit Hours: 1 | Prerequisite: NU310

NU416M3: Factors That Influence Chronic Illness

Investigate the factors that influence patients with comorbid chronic illnesses across the life span and across transitions of care and health.

Quarter Credit Hours: 1 | Prerequisite: NU310

NU416M4: Holistic Health Assessment

Appraise holistic assessment data on patients with comorbid chronic illnesses across the life span, including symptom recognition and self-care strategies.

Quarter Credit Hours: 1 | Prerequisite: NU310

NU416M5: Applying Evidence to Chronic Care Management

Develop evidence-based interventions for managing the chronic care of patients to promote health and quality of life across the life span.

Quarter Credit Hours: 1 | Prerequisite: NU310

NU416M6: Using Evidence to Maximize Wellness

Formulate evidence-based nursing interventions that maximize wellness for complex patients with chronic comorbid conditions and are consistent with a chronic care delivery model.

Quarter Credit Hours: 1 | Prerequisite: NU310

NU418: Nursing Care of the Geriatric Patient

This course builds on previous knowledge and skills from the sciences, humanities, and nursing. Students will adapt nursing interventions to elderly patients with several chronic, comorbid health conditions. Students will learn to assess the impact of physical, mental, functional, and social situations on the quality of life of elderly persons. Common medical conditions and issues are explored, including risks to the elderly. Interventions to promote quality outcomes and to prevent negative geriatric syndromes will be addressed. Interdisciplinary models of care are discussed as a means to provide seamless geriatric care. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU330 and NU330ME | Corequisite: NU418ME

NU418ME: Nursing Care of the Geriatric Patient Clinical

This course will allow students to apply theory and concepts presented in the Nursing Care of the Geriatric Patient course. Students will apply the nursing process to the care of geriatric clients and their families. Skills, simulations, and clinical experiences will focus on the care of geriatric clients. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 60 hours of clinical experience.

Quarter Credit Hours: 2 | Prerequisite: NU330 and NU330ME | Corequisite: NU418

NU419: Holistic Professional Nursing Practice

The holistic nurse integrates specialized nursing knowledge, theories, expertise, and intuition to create therapeutic relationships with patients focused on wellness, health promotion, and healing. In this course, the major core values of holistic nursing and the scope and standards of holistic nursing practice will be analyzed. The ever-evolving role of holistic nurses as leaders in the contemporary and integrative health care system will be appraised. Course content is aligned with knowledge expectations for the nurse considering national certification in holistic nursing. Knowledge gained from this course, in association with other requirements as put forth by the American Holistic Nurses Credentialing Corporation (AHNCC), may provide the opportunity for career advancement should the nurse decide to earn certification in holistic nursing (HN). You will complete 10 practice experience hours in this course.

Quarter Credit Hours: 5 | Prerequisite: None

NU419M1: Core Values of Holistic Nursing

Examine the core values of holistic nursing.

Quarter Credit Hours: 1 | Prerequisite: None

NU419M2: Scope and Standards of Holistic Nursing

Describe nursing practice within the scope and standards of holistic nursing.

Quarter Credit Hours: 1 | Prerequisite: None

NU419M3: The Evolving Role of Holistic Nursing

Appraise the evolving role of holistic nursing in the contemporary health care system.

Quarter Credit Hours: 1 | Prerequisite: None

NU419M4: Foundational Concepts of Holistic Nursing

Evaluate the foundational concepts of holism and holistic nursing knowledge and skills in professional nursing practice.

Quarter Credit Hours: 1 | Prerequisite: None

NU419M5: Holistic Baccalaureate Nurse, Board Certified

Illustrate proficiency in accordance with the Holistic Baccalaureate Nurse, Board Certified (HNB-BC) exam competencies.

Quarter Credit Hours: 1 | Prerequisite: None

NU420: Leadership and Management in the Changing Health Care Environment

Nurses must be able to apply leadership concepts and skills and decision making in the provision of high-quality nursing care in an ever-changing, global health care environment. This course will prepare students to understand organizational and systems leadership, quality improvement, a culture of safety, and how these impact patient outcomes. A focus will be on the development of leadership skills that emphasize ethical and critical decision making, effective communication and interprofessional collaboration, and the promotion of a professional practice environment.

Quarter Credit Hours: 6 | Prerequisite: NU300

NU420M1: Leadership Theory and Research

Apply leadership theory and evidence-based research to health care settings.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU420M2: Change Agent to Diverse Populations

Integrate the role of the nurse leader as a change agent to diverse populations.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU420M3: Organizational Structure

Examine how organizational structure, mission, vision, philosophy, and values in health care settings impact nursing leadership.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU420M4: Quality of Care

Investigate principles of quality improvement and health care policy to improve health care in diverse and global populations.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU420M5: Accountability of Care and Ethics

Analyze accountability of care and ethical issues in complex health care systems.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU420M6: Communication Techniques and Working Relationships

Develop effective communication techniques to produce positive professional working relationships.

Quarter Credit Hours: 1 | Prerequisite: NU300

NU422: Leadership, Management, Issues, and Trends in Nursing

As members of the nursing profession, providers of patient care and managers of care, nurses are challenged to serve as effective change agents, managers, and leaders in complex health care systems. This course will prepare students to understand and apply principles of change theory to management and leadership activities in nursing including planning, staffing, directing, and controlling various resources in diverse health care systems. This course will address contemporary trends and issues in the field of nursing. Topics will include: health care finance, health care policy and regulation, technology and its impact on patients and health care alike, and nursing's role in quality and safety initiatives. The course emphasizes a systems theory approach to the management of organizations. The accountabilities of the nurse as a manager will be examined to include organizational assessment, decision making, strategic planning, financial management, human resource management, and quality improvement.

Quarter Credit Hours: 5 | Prerequisite: NU411 and clinical, and NU452 and clinical

NU431: Hospice and Palliative Care Nursing

This course expands previous knowledge and skills from the sciences, humanities, and nursing to prepare you to care for patients and families living with chronic, life-limiting, and (or) terminal conditions. You will examine the philosophy and concepts unique to hospice and palliative care, which, unlike the traditional approach toward cure of disease, hospice and palliative care focuses on the aggressive treatment of bothersome symptoms that accompany disease progression. The overall goal of hospice and palliative care aims to optimize quality of life through pain and symptom management and early identification and intervention of concepts such as complicated grief and spiritual and psychosocial concerns. Through communication competencies, cultural awareness, and ethical considerations, the nurse facilitates patient and family understanding of disease progression and its influence on body systems. The role of the nurse as an advocate, member of the interprofessional team, and caregiver to patients, families, and self is explored. Course content is aligned with knowledge expectations for the nurse considering national certification in hospice and palliative care nursing. Knowledge gained from this course, in association with other requirements as put forth by the Hospice and Palliative Credentialing Center (HPCC), may provide the opportunity for career advancement should the nurse decide to earn certification in hospice and palliative care nursing (CHPN). You will complete 10 practice experience hours in this course.

Quarter Credit Hours: 5 | Prerequisite: None

NU431M1: Introduction to Palliative and End-of-Life Care

Discuss how hospice, palliative care philosophical concepts, and spiritual and cultural considerations during end-of-life disease processes potentiate the risk for ethical dilemmas.

Quarter Credit Hours: 1 | Prerequisite: None

NU431M2: Pain Management in the Palliative Patient

Analyze nursing interventions based on knowledge of patient and family care needs after a comprehensive pain assessment to include qualitative and quantitative needs, and barriers for effective pain management.

Quarter Credit Hours: 1 | Prerequisite: None

NU431M3: Symptom Management in the Palliative Patient

Analyze evidence-based interventions for symptom management utilizing comprehensive patient assessment skills.

Quarter Credit Hours: 1 | Prerequisite: None

NU431M4: Managing Interprofessional Resources in Palliative Care

Evaluate the importance of both active listening and IPT collaboration, and their respective influences on interventions, with a focus on acceptance of disease process and related coping mechanisms.

Quarter Credit Hours: 1 | Prerequisite: None

NU431M5: Palliative Nursing, Quality Care, and Economic Impact

Assess concepts of loss, grief, and bereavement in the care of patients, families, coworkers, and self.

Quarter Credit Hours: 1 | Prerequisite: None

NU432: Primary Care in the Ambulatory Setting

The primary care nurse deploys care with expertise in assessment, health promotion, disease management, and coordination of health services across the continuum of care. In this course, the standards for the Ambulatory Care Nursing certification will be reviewed, primary care nursing initiatives discussed, and the commitment of primary care nurses to education, professionalism, and communication evaluated. The role of the primary care nurse in virtual delivery methods and telehealth will be analyzed for future applications in nursing practice. The course content is aligned with knowledge expectations for the nurse considering national certification in ambulatory care nursing. Completion of this course, in association with other requirements as put forth by the American Nurses Credentialing Center (ANCC), provides the opportunity for career advancement should the nurse decide to earn certification in ambulatory nursing (RN-BC). You will complete 25 practice experience hours in this course.

Quarter Credit Hours: 5 | Prerequisite: None

NU432M1: Organizational and Systems Role

Summarize the organizational and systems role of the ambulatory care nurse.

Quarter Credit Hours: 1 | Prerequisite: None

NU432M2: Primary Care Nursing Role

Discuss the role of the primary care nurse in assessment, health promotion, disease management, and coordination of health services across the continuum of care.

Quarter Credit Hours: 1 | Prerequisite: None

NU432M3: Evidence for Clinical Practice

Analyze evidence-based practice for clinical practice in primary care.

Quarter Credit Hours: 1 | Prerequisite: None

NU432M4: Avenues for Ambulatory Care Nursing Practice

Distinguish the role of the nurse in ambulatory care, primary care, telehealth, and virtual delivery care settings.

Quarter Credit Hours: 1 | Prerequisite: None

NU432M5: Primary Care Nurses as Professionals

Evaluate primary care nursing initiatives, communication techniques, and professionalism.

Quarter Credit Hours: 1 | Prerequisite: None

NU433: Case Management Across the Continuum of Care

This course provides you with an extensive overview of the role of the professional nurse as a member of the case management team and as a care manager. The course is centered around the five main domains of practice for the professional nurse working in case/care management: the fundamentals of case management, understanding proper resource management, learning about the role of quality management, the legal and ethical aspects of case/care management, and the important role of education and health promotion as related to the care/case management professional nurse. The course will provide opportunities to examine the role of the case/care management nurse in a variety of patient/client populations ranging from acute care, long-term care, and within the community setting. Course content is aligned with knowledge expectations for the nurse considering national certification in nursing case management. Completion of this course, in association with other requirements as put forth by the American Nurses Credentialing Center (ANCC), provides the opportunity for career advancement should the nurse decide to earn certification in nursing case management (RN-BC). You will complete 10 practice experience hours in this course.

Quarter Credit Hours: 5 | Prerequisite: None

NU433M1: Fundamentals of Case Management

Evaluate the fundamentals related to the concepts, standards, tools, and processes needed to be a successful professional nurse in case/care management.

Quarter Credit Hours: 1 | Prerequisite: None

NU433M2: Health Care Utilization and Resource Management

Describe the health care utilization and support services needed to understand resource management by the professional nurse in care/case management.

Quarter Credit Hours: 1 | Prerequisite: None

NU433M3: Legal and Ethical Considerations

Investigate legal and ethical considerations for the case/care management professional nurse.

Quarter Credit Hours: 1 | Prerequisite: None

NU433M4: Quality Management Concepts

Integrate the knowledge and skills of quality management into the role of the case/care management professional nurse.

Quarter Credit Hours: 1 | Prerequisite: None

NU433M5: Comprehensive Health and Education Planning

Develop a comprehensive health promotion and education plan for the case/care management professional nurse.

Quarter Credit Hours: 1 | Prerequisite: None

NU441: Faith Community Nursing

This course provides you with an overview of the role of the professional nurse as a member of a ministerial team and faith community. Focusing broadly in a variety of spiritual belief systems, you will learn about the dimensions of the faith community nurse role. The course will include historical perspectives of faith community nursing; the work of the nurse as a member of the ministerial team; and the integration of faith, health, and the community in the practice of faith community nurses. Legal and ethical considerations of faith community nursing will be addressed, as well as nursing interventions for common issues cared for by faith community nurses. This course does not endorse or promote any specific spiritual or religious faith, nor is your area of practice a requirement for the course. You will complete 35 practice experience hours in this course.

Quarter Credit Hours: 5 | Prerequisite: None

NU441M1: History and Cornerstones of FCN

Describe the dimensions of the faith community nurse role as a part of a ministerial team and faith community.

Quarter Credit Hours: 1 | Prerequisite: None

NU441M2: Ethics, Legal Issues, and Community Assessment

Identify legal and ethical considerations of the faith community nurse role.

Quarter Credit Hours: 1 | Prerequisite: None

NU441M3: Life Transitions

Evaluate nursing interventions for common issues encountered by faith community nurses.

Quarter Credit Hours: 1 | Prerequisite: None

NU441M4: Teaching Health Promotion

Integrate knowledge of health promotion, illness prevention, and faith practices into the role of the faith community nurse.

Quarter Credit Hours: 1 | Prerequisite: None

NU441M5: FCN Plan and Implementation

Develop a comprehensive plan for implementation of a faith community nursing program.

Quarter Credit Hours: 1 | Prerequisite: None

NU444: Transcultural Nursing

The transcultural nurse deploys culturally competent and equitable care across the spectrum of nursing practice to develop therapeutic relationships with patients that focus on their specific physical and cultural needs. In this course, you will review global health initiatives and the assessment of patients' environments in order to identify cultural education and growth opportunities. Transcultural nursing theories, along with the detailed role of the transcultural nurse, will be analyzed for future application. Course content is aligned with knowledge expectations for the nurse considering national certification in transcultural nursing. Knowledge gained from this course, in association with other requirements as put forth by the Transcultural Nursing Society (TCNS), may provide the opportunity for career advancement should the nurse decide to earn certification in transcultural nursing (CTN-A or CTN-B). You will complete 15 practice experience hours in this course.

Quarter Credit Hours: 5 | Prerequisite: None

NU444M1: Transcultural Nursing Theories

Explain the influence of transcultural nursing theories on professional nursing practice.

Quarter Credit Hours: 1 | Prerequisite: None

NU444M2: Global Health Care Systems

Compare nursing care in global health care systems.

Quarter Credit Hours: 1 | Prerequisite: None

NU444M3: Diverse Population Care

Conduct a literature review of research that supports culturally competent care across the life span for diverse populations.

Quarter Credit Hours: 1 | Prerequisite: None

NU444M4: Global Health Issues

Examine the role of the nurse in global health issues.

Quarter Credit Hours: 1 | Prerequisite: None

NU444M5: Cultural Education and Professional Growth

Develop cultural education and professional growth opportunities.

Quarter Credit Hours: 1 | Prerequisite: None

NU450: Public Health Nursing - Population-Centered Health Care in the Community

In this course you will explore the context of public health nursing practice. You will apply evidence-based findings to population health nursing practice and engage in experiential learning that will influence change in population health. Common challenges in community and population health are examined while defining specialty roles integral to population health.

Quarter Credit Hours: 6 | Prerequisite: NU420

NU450M1: Ethics, Equity, and Public Health Practices

Analyze the context of public health and specialty nursing practice in relationship to ethics, equity, and public health mandates.

Quarter Credit Hours: 1 | Prerequisite: NU420

NU450M2: Population Health Appraisal

Appraise population health and health risks using community assessment, epidemiologic data, and vital statistics.

Quarter Credit Hours: 1 | Prerequisite: NU420

NU450M3: Population Health Determinants

Assess the cultural, social, genetic, and ecological determinants of the population's health.

Quarter Credit Hours: 1 | Prerequisite: NU420

NU450M4: Collaborative Community Partnerships

Develop collaboration with community partners regarding health data, services, resources, and programs.

Quarter Credit Hours: 1 | Prerequisite: NU420

NU450M5: Public Health System Analysis

Apply systems thinking to improve the quality of public health care and health outcomes.

Quarter Credit Hours: 1 | Prerequisite: NU420

NU450M6: Innovation and Strategic Planning

Describe new insights and innovative solutions related to strategic planning to improve population health outcomes.

Quarter Credit Hours: 1 | Prerequisite: NU420

NU452: Community-Based Nursing Care

This course integrates and applies the major concepts of previous nursing courses by investigating the differences between the delivery of nursing care to individuals and nursing care directed toward communities and populations. Topics include the public health principles of epidemiology, genomic theory, chronic disease, substance abuse, and communicable diseases. The ways in which informatics and information technology plays a role in community and public health agencies will also be explored. In addition, students will study the career options open to the nurse such as home health, hospice, occupational health, forensics, disaster management, case management, school nursing, and community nurse leader. This course must be taken concurrently with the related clinical course. Failure of the clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: NU341 and NU341ME | Corequisite: NU452ME

NU452ME: Community-Based Nursing Care Clinical

This course will allow students to apply theory and concepts presented in the Community-Based Nursing Care course. Students will apply the nursing process in the care of communities. Skills, simulations, and clinical experiences will focus on the application of assessment, analysis, implementation, and evaluation within a community setting. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 60 hours of clinical experience.

Quarter Credit Hours: 2 | Prerequisite: NU341 and NU341ME | Corequisite: NU452

NU491: Directed Studies in the School of Nursing - BSN Completion

In this course, students in the School of Nursing will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to her or his professional goals. The topic will be associated with the student's concurrent clinical course and will be approved by the Chair.

Quarter Credit Hours: 1 | Prerequisite: Permission from the Dean; upper-level students only

NU492: Directed Studies in the School of Nursing - BSN Completion

In this course, students in the School of Nursing will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to her or his professional goals. The topic will be associated with the student's concurrent clinical course and will be approved by the Chair.

Quarter Credit Hours: 2 | Prerequisite: Permission from the Dean; upper-level students only

NU493: Directed Studies in the School of Nursing - BSN Completion

In this course, students in the School of Nursing will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to her or his professional goals. The topic will be associated with the student's concurrent clinical course and will be approved by the Chair.

Quarter Credit Hours: 3 | Prerequisite: Permission from the Dean; upper-level students only

NU494: Directed Studies in the School of Nursing - BSN Completion

In this course, students in the School of Nursing will engage in an independent, directed studies project focused on a student-submitted topic of inquiry. The student will select a topic of inquiry that is of interest and relevant to her or his professional goals. The topic will be associated with the student's concurrent clinical course and will be approved by the Chair.

Quarter Credit Hours: 4 | Prerequisite: Permission from the Dean; upper-level students only

NU495: Directed Studies in the School of Nursing - BSN Completion

In this course, you will design an evidence-based project to improve patient outcomes. You will select a topic of interest and relevance to your professional nursing practice.

Quarter Credit Hours: 5 | Prerequisite: Permission from the Dean; upper-level students only

NU495M1: Identifying Opportunities to Improve Patient Outcomes

Identify an opportunity to improve patient outcomes through an evidence-based project proposal.

Quarter Credit Hours: 1 | Prerequisite: Permission from the Dean; upper-level students only

NU495M2: Discovering Evidence to Improve Patient Outcomes

Conduct a review of the literature concerning an identified opportunity to improve patient outcomes.

Quarter Credit Hours: 1 | Prerequisite: Permission from the Dean; upper-level students only

NU495M3: Designing a Plan to Improve Patient Outcomes

Design an evidence-based project proposal to improve patient outcomes.

Quarter Credit Hours: 1 | Prerequisite: Permission from the Dean; upper-level students only

NU495M4: Evaluating a Plan to Improve Patient Outcomes

Design an evaluation plan for an evidence-based project proposal to improve patient outcomes.

Quarter Credit Hours: 1 | Prerequisite: Permission from the Dean; upper-level students only

NU495M5: Disseminating a Plan to Improve Patient Outcomes

Design a dissemination plan for an evidence-based project proposal to improve patient outcomes.

Quarter Credit Hours: 1 | Prerequisite: Permission from the Dean; upper-level students only

NU496: Bachelor's Capstone in Nursing for Entry-Level Practice

In this course, you will demonstrate learning throughout the nursing program. Specific emphasis will be placed on analysis of the program outcomes and the degree to which each was achieved. Content including professionalism, organizational leadership, evidence-based practice, technology, and clinical practice will be evaluated in terms of nursing application. Throughout the term, students must consider their practice in terms of preparation for the NCLEX-RN® examination. This course must be taken concurrently with the related clinical course. Failure of clinical course will result in concurrent failure of the didactic course.

Quarter Credit Hours: 4 | Prerequisite: Last term or permission from the Dean | Corequisite: NU420 or NU496ME

NU496ME: Bachelor's Capstone in Nursing for Entry-Level Practice Clinical

The capstone requires you to integrate competencies essential for the practice of professional nursing. You will progress from a structured, supervised practice to receive general supervision from the faculty and agency preceptor(s). The clinical site will be dependent upon your needs and based upon the joint analysis of the student and faculty prior to the placement. You will apply the nursing process in the practice of nursing. Skills, simulations, and clinical experiences will focus on the application of assessment, analysis, implementation, and evaluation of the nursing profession within the complexity of the health care environment. Implementation of nursing interventions, use of patient care technologies, interprofessional communication, and clinical decision-making skills will be emphasized. This course must be taken concurrently with the related didactic course. Failure of the didactic course will result in concurrent failure of the clinical course. This course contains 20 hours of laboratory and 120 hours of clinical experience.

Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

NU499: Bachelor's Capstone in Nursing

This capstone course represents the culmination of the Bachelor of Science in Nursing program and is an opportunity for you to demonstrate what you have learned over your course of study. Through this capstone process, you will demonstrate integration of the essential concepts from each course in the program. The goal of each capstone project is to model an approach designed to improve patient health outcomes. You will complete 35 practice experience hours in this course.

Quarter Credit Hours: 6 | Prerequisite: Completion of all required nursing courses and electives; last term or permission from the Dean

Nutrition Science (NS)

NS305: Food Safety and Microbiology

This course covers the major issues in food safety and food microbiology. It includes the basic principles of food safety and sanitation, various microorganisms that cause foodborne illnesses, the flow of food through the food service establishment, and management's role in training the food handler.

Quarter Credit Hours: 6 | Prerequisite: None

NS310: Nutritional Analysis and Assessment

This course includes the study of methods and equipment used for nutritional analysis in health, obesity, and malnutrition. Students learn how to utilize the software based on manual data-gathering systems to assess nutritional status.

Quarter Credit Hours: 6 | Prerequisite: None

NS313: Foodservice Management - Principles and Practices

This course provides you with a comprehensive overview of the principles of food safety and management as they relate to the foodservice industry. Specific topics include sanitation, safety, nutrition and menu development, personnel and communications, business management and marketing. This course explores the skills and responsibilities of being a professional Certified Dietary Manager.

Quarter Credit Hours: 6 | Prerequisite: None

NS321: Nutrition Planning and Management

This course addresses nutritional planning for the maintenance of health and wellness. The studies include identification, assessment, and management of nutritional deficiencies occurring due to food choices and pharmacotherapy.

Quarter Credit Hours: 6 | Prerequisite: None

NS325: Nutrition Across the Human Life Cycle

Studies in this course encompass the nutritional issue across the life cycle, including pregnancy, childbirth, and lactation. The course considers nutritional aspects related to neonates, infants, and children. The special needs of adolescents and disorders affecting this age group are discussed. The coursework will also include a discussion of nutritional demands and food choices in the geriatric population.

Quarter Credit Hours: 6 | Prerequisite: None

NS335: Nutrition for Special Populations

Studies in this course emphasize the nutrition and dietetic considerations for healthy individuals with special needs, such as geriatric and gender-specific needs. The coursework includes analyzing nutritional and dietetic needs, and designing appropriate protocols for clients with chronic, progressive, or degenerative diseases and metabolic disorders, as well as for special needs children and infants. The course addresses the underlying principles of total parenteral nutrition and nasogastric tube feeding.

Quarter Credit Hours: 6 | Prerequisite: None

NS415: Food Science With Lab

This course complements the student's knowledge of nutrition by presenting the scientific foundation of foods through weekly in-home kitchen preparation of specific recipes that demonstrate the scientific properties of foods. Students explore current food technology and develop a base for additional study in specific areas of food science.

Quarter Credit Hours: 6 | Prerequisite: None

NS420: Nutritional Counseling

This course addresses various aspects of a nutritional counseling session, including client encounters, documentation, and data gathering. Analytical strategies, planning, implementation, and assessment of progress of nutrition therapy for individual clients are discussed.

Quarter Credit Hours: 6 | Prerequisite: None

NS425: Sports Nutrition

This course encompasses the application of physiologic principles, such as protein, carbohydrate, and fat metabolism, to athletic needs and performance. Various loading protocols for phosphates and carbohydrates in relation to athletic events are discussed. Popular performance-enhancing supplements and drugs and the regulatory aspects of their use are addressed in detail.

Quarter Credit Hours: 6 | Prerequisite: None

NS430: Whole Foods Production

This course explores various aspects of whole foods, including their production, preservation, transport, storage, and costs. Studies will address geographic, climatic, and societal influences on whole foods production. Students will learn strategies to inform and educate producers and consumers of the financial issues, governmental assistance, and alternative methods of whole foods production.

Quarter Credit Hours: 6 | Prerequisite: SC115 or NS205

NS440: Legal and Regulatory Environment in Food Production

This course covers the legal and regulatory aspects of food production. Studies include major elements in and the rationale behind food labeling. This course further addresses the regulatory agencies and their role in enforcement, and the legal and ethical responsibilities of the food producers, suppliers, and retailers in maintaining a safe food supply. Special attention is given to regulatory aspects of food production relative to livestock handling, and the import and export of food.

Quarter Credit Hours: 6 | Prerequisite: None

NS499: Bachelor's Capstone in Nutrition

This capstone course is the culminating experience for the Bachelor of Science in Nutrition. This course builds on the concepts of all the courses you have taken within the program of study. The capstone course provides you with the opportunity to integrate and synthesize the knowledge and skills acquired throughout your coursework in an original comprehensive project, and to assess your level of mastery of the stated outcomes of your degree program in nutrition.

Quarter Credit Hours: 6 | Prerequisite: Last term

Paralegal Studies (PA)

PA106: Legal Terminology and Transcription

This course is a comprehensive study of documents used in the legal field. Students will learn the basic procedures for transcribing, formatting, and processing legal correspondence and documents and the appropriate use of legal terms, phrases, abbreviations, symbols, and reference sources used by attorneys' paralegals and the courts.

Quarter Credit Hours: 5 | Prerequisite: None

PA110: Civil Litigation

This course introduces students to civil litigation, the civil law process, rights, and procedures. Topics include informal fact gathering and investigation, case management and strategy, jurisdiction, the structure of the court systems in the United States, parties, pleadings, and motions.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA130: Contracts

The basics of contract preparation and proper legal requirements are outlined in this course. Topics include elements of a contract, types of contracts, promise, breach, duty to perform, remedies to breach, damages, small claims procedures, Uniform Commercial Code (U.C.C.), Statute of Frauds, and governmental regulations.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA165: Introduction to Torts

This course is an introduction to the broad area of civil wrongs and their appropriate remedies as well as tort law principles in the traditional areas of intentional torts, negligence, absolute liability, product liability, nuisance, and commonly employed defenses.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA201: Introduction to Legal Research

One of the basic tasks performed by the paralegal is legal research - finding the law. Accurate, concise, and up-to-date information can be the difference between winning and losing a lawsuit. Students who complete this course gain specialized skills in the area of legal research.

Quarter Credit Hours: 5 | Prerequisite: Prerequisites: CM220 and PA205

PA203: Interviewing and Investigation

This course presents the ethical aspects of interviewing and confidentiality, types of interviews, types of clients and witnesses, interview preparation techniques, the effective interview environment, questioning and listening skills, the interview format, problem solving, and counseling skills. The section on investigation covers the qualities of an effective investigator; how to develop a plan and find the facts; how to get information from public records, libraries, and computer sources; and how to find witnesses.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA205: Introduction to Legal Analysis and Writing

Some of the tasks performed by a skilled paralegal are to summarize statutes or regulations, analyze the component parts of written opinions of appellate judges through briefing, identify the legal issues in a fact pattern, and apply the reasoning of relevant legal authorities to a fact pattern. Students who successfully complete this course will be able to analyze and synthesize legal authorities and draft correspondence and memoranda commonly used in the practice of law.

Quarter Credit Hours: 5 | Prerequisite: Any College Composition I course

PA221: Wills, Trusts, and Estate Planning

Wills divide the property a person has accumulated during his/her life; precise legal requirements must be met when preparing wills. Topics include the basic elements of a will; types of wills; responsibilities of the personal representative; contesting, revoking, and terminating a will; the role of government; classes of trusts; rules governing trusts; and purposes of estate planning, probate, guardianships, and more. Tax ramifications are also discussed.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA230: Introduction to Legal Technology

Technology is pervasive and the modern law office is chock-full of technological appliances, tools, and applications that the paralegal must be able to master. At the core of most software applications are the basics - word processors, spreadsheets, databases, and tools for presentations. Of course, the ubiquitous communication tool, email, is the center of modern electronic communications. This course will explore the most common tools and applications found in law firms and those that every "technology-literate" paralegal must know. Word processing, document assembly programs, and tools for case management, time and billing, calendaring, electronic communications, and creating presentations are a few of the topics explored in this course. Students will leave this course with a solid foundation of the basics in legal technology.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA250: Family Law

This course presents major issues in family law, such as the nature of marriage, antenuptial contracts, annulments, separation, divorce, child custody, child support, alimony, tort action, adoption, property distribution, and current trends.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA253: Legal Ethics

Legal assistants and paralegals must always consider the duties owed to clients by both the lawyer and the paralegal. In this course, you will learn to evaluate ethical dilemmas you may encounter as a legal professional and appropriately apply the rules of professional responsibility to these situations. This course discusses the duties and responsibilities regarding the ethical conduct of the paralegal in the legal workforce, codes of ethics, unauthorized practice of law, confidentiality, conflicts of interest, and more.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA260: Criminal Law

In this course, students learn about criminal law. They learn about the elements and types of crimes, including homicide, crimes against the person, crimes against habitation and occupancy, crimes against property, sexual offenses, and crimes involving more than one defendant. They also cover criminal capacity and defenses to crimes. Finally, students are introduced to criminal procedures followed in the United States and the concept of probable cause.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA261: Bankruptcy and Debtor-Creditor Law

When it comes to debtors' and creditors' rights, it is important to know both sides. This course presents the law governing the collection of debts, the Fair Debt Collection Practices Act, creditors' remedies, the Uniform Fraudulent Conveyances Act, and exempt property. Chapters 7, 11, and 13 of the Bankruptcy Code are also presented.

Quarter Credit Hours: 5 | Prerequisite: LS100

PA299: Associate's Capstone - Project

This course builds on the concepts that students have mastered throughout the course of their paralegal studies program. The capstone course integrates the core concepts exemplified in the paralegal program outcomes, with application to fact scenarios that present relevant legal issues.

Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

PA300: Real Estate Law

In this course, students will become familiar with procedures and documentation of real estate transactions. The course will address a wide range of issues and functions within the field of real estate law, including ethics, types of ownership, use, possession, mortgages, financing, taxation, closings, and litigation.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA301: Administrative Law

This course provides a basic overview of administrative law and procedure. In addition to identifying sources of administrative law and procedure, this course covers agency actions, controls on agency actions, administrative hearings, and appellate procedures for administrative decisions.

Quarter Credit Hours: 6 | Prerequisite: PA110

PA303: Landlord and Tenant Law

This course is designed to introduce students to key elements of leases, applicable statutory law regarding landlord and tenant rights, the nuts and bolts of landlord/tenant litigation, and ways to avoid and/or resolve landlord/tenant disputes.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA305: Law Office Management

Legal professionals are often called upon to handle office management functions. Effective law office managers save their offices time and money and become valuable members of the legal team. The management skills covered in this course can be applied to any office. This course guides students in creating a procedures manual that can be used at the office and as a portfolio of their work.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA310: Tort Law

As a paralegal, you must be familiar with tort law, as you will undoubtedly encounter tort issues at some time, no matter in what area of law you work. This course includes topics such as negligence, defamation, malpractice, strict liability, product liability, intentional torts, misrepresentation, and defenses to torts. You will explore torts in the areas of accidents, medical malpractice lawsuits, and wrongful death claims.

Quarter Credit Hours: 6 | Prerequisite: PA165

PA328: Intellectual Property

This course explores the origins and sources of intellectual property. Particular topics to be covered in this course include copyright law, the extent of trademark rights, patents, the rights of inventors, trademark infringement, trade secrets, damages, injunctions, and forms.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA335: Trial and Courtroom Presentation

This course will introduce students to tools for creating presentations for trial and courtroom presentation. The creation of high-quality courtroom graphics does not have to be an expensive, hard-to-manage process.

This course shows students how to create clear and convincing charts, diagrams, and graphics. Students will learn how to create timelines, case chronologies, legal flowcharts, trial graphics, calendars, and much more.

Quarter Credit Hours: 6 | Prerequisite: PA230

PA342: Insurance Law

This course provides a comprehensive overview of insurance law and explains various types of insurance. The nature of insurance and insurable interests are considered, along with the nature and definition of risks, persons insured, and procedures for filing claims. The insurer's defenses are covered, as well as waiver and estoppel, the measure of recovery, the insurer's duty to defend, and subrogation. Finally, this course considers insurance bad faith causes of action, reinsurance, bonds, and how the insurance industry is regulated.

Quarter Credit Hours: 6 | Prerequisite: PA130

PA350: Social Security Disability Law

This course will cover the essentials of representing a claimant before the Social Security Administration for benefits under Title II (Disability Insurance Benefits). Students will gain a working knowledge of the five-step sequential evaluation process and an understanding of the steps used to qualify a claimant at each step. In addition, the course will cover the terminology, ethics, representation requirements, administrative structure, processes, and typical activities encountered in the social security disability claims process.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA401: Advanced Legal Writing

The course focuses on researching legal issues and drafting legal documents using the results of student research. Emphasis will be placed on the drafting of documents commonly used in practice (rather than strictly legal theory). This course also teaches students how to present the results of research in professional memorandum format, helps students acquire skills in briefing and analyzing court opinions and writing legal memoranda, and teaches students how to prepare legal documents from various areas of practice. The course is intended to prepare students for the demands of a legal practice environment.

Quarter Credit Hours: 6 | Prerequisite: PA201

PA402: Employment Law

This course is about the body of law that governs employer-employee relations, from hiring to termination. Much of this course focuses on discrimination based on race, religion, national origin, gender, and other protected categories. Worker safety and workers' compensation systems are part of PA 402, along with issues related to unions and labor organizations.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA412: Alternative Dispute Resolution

This course introduces alternative methods to litigation for resolving disputes, including negotiation, mediation, and arbitration. Topics covered include: the nature and sources of conflict, the mediator's role in resolving disputes, and other adjudicative and nonadjudicative processes. Related policy, ethical, and practice issues are also covered. In addition, the course addresses both the law and the practices of domestic and international commercial arbitration, which includes: a) federal and state statutes favoring arbitration, international treaties, and judicial review of arbitration awards; b) choosing the arbitrators; c) drafting arbitration clauses; and d) the lawyer's conduct in an arbitration and how the skills used differ from those used in litigation.

Quarter Credit Hours: 6 | Prerequisite: LS100

PA499: Bachelor's Capstone in Paralegal Studies

This course builds on the concepts of all of the paralegal courses students have mastered in the bachelor's degree program. The capstone course integrates problem-solving techniques and research skills studied in the paralegal program and applies them to fact scenarios that present legal issues. Students research the relevant secondary and primary sources in order to draft the required legal documents.

Quarter Credit Hours: 6 | Prerequisite: Last term or permission from the Dean

Professional Studies (CS)

CS113: Academic Strategies for the Business Professional

Designed to facilitate personal and professional success, this course introduces you to the purposes and processes of university education. An emphasis is placed on study, communication, and thinking skills that support academic achievement. You will also examine the relationship between learning and motivation.

Quarter Credit Hours: 5 | Prerequisite: None

CS113M1: Personal Management Tools and Study Strategies

Enhance learning through the use of personal management tools and study strategies.

Quarter Credit Hours: 1 | Prerequisite: None

CS113M2: Reading Comprehension and Writing Skills

Increase academic effectiveness by improving reading comprehension, note-taking strategies, and writing skills.

Quarter Credit Hours: 1 | Prerequisite: None

CS113M3: Critical Thinking and Researching Skills

Increase academic effectiveness by strengthening critical thinking and researching skills.

Quarter Credit Hours: 1 | Prerequisite: None

CS113M4: Goal Setting, Networking, and Problem Solving

Increase academic and professional proficiency by using goal setting, networking, and problem-solving skills.

Quarter Credit Hours: 1 | Prerequisite: None

CS113M5: Career Strategies

Prepare for professional success by utilizing career resources and career action planning.

Quarter Credit Hours: 1 | Prerequisite: None

CS121: Pathways to Academic Success

Designed to facilitate personal and professional success, this course introduces students to the purposes and processes of university education. An emphasis is placed on study, communication, and thinking skills that support academic achievement. Students also examine the relationship between learning and motivation. (Onsite only)

Quarter Credit Hours: 5 | Prerequisite: None

CS125: Academic Strategies for the Military Professional

Designed to facilitate personal and professional success, this course introduces you to the purposes and processes of university education. An emphasis is placed on integrating your professional military education and your civilian academic studies into a comprehensive career action plan.

Quarter Credit Hours: 2 | Prerequisite: None

CS204: Professional Presence

This course introduces students to multidisciplinary techniques and concepts pertinent to lifelong career development and professionalism. Students explore career planning as a strategy and professionalism as a method in order to pursue employment interests and career goals. Concepts include various professional communication skills appropriate for the global workplace, interpersonal relationship management, professional behavior, financial decision making, marketability, and using proper technologies to manage professional identities.

Quarter Credit Hours: 3 | Prerequisite: None

CS204M1: Maintaining a Professional Presence

Identify techniques for maintaining a professional presence.

Quarter Credit Hours: 1 | Prerequisite: None

CS204M2: Professional Communication Skills and Online Presence

Apply oral communication skills for promoting a professional image.

Quarter Credit Hours: 1 | Prerequisite: None

CS204M3: Professional Culture and Career Marketability

Assess professional goals for present and future career marketability.

Quarter Credit Hours: 1 | Prerequisite: None

CS210: Career Development Strategies

This course introduces the student to the lifelong process of career planning and development. Emphasis is placed on identifying current skill sets needed in the student's chosen profession. Self-assessment activities will enable students to identify their current qualifications and set goals to fill gaps that may exist. Students will prepare a career portfolio that contains job-search documents used to research companies, apply for jobs that match their qualifications, and track their progress toward educational and career goals.

Quarter Credit Hours: 2 | Prerequisite: Any College Composition I course

Professional Studies (PR)

PR299: Associate's Capstone in Professional Studies

This capstone course is the culminating experience for the Associate of Science in Professional Studies. This course builds on the coursework completed throughout the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in an original comprehensive project, and to assess mastery of the program outcomes. Quarter Credit Hours: 5 | Prerequisite: Final term or permission from the Dean

PR499: Bachelor's Capstone in Professional Studies

This capstone course is the culminating experience for the Bachelor of Science in Professional Studies. This course builds on the concepts covered within the program of study. The capstone course provides you with the opportunity to integrate and synthesize the knowledge and skills acquired throughout your coursework and to assess your level of mastery of the stated outcomes of your degree program.

Quarter Credit Hours: 6 | Prerequisite: Final term or permission from the Dean

Psychology (PS)

PS115: Psychology Program and Profession

This course introduces you to the discipline of psychology and the Bachelor of Science in Psychology degree programs. The field of study, skill sets, and issues related to various psychological fields will be discussed. You will research the psychology degree and course offerings along with your professional goals in order to map out your specific degree plan and career goals.

Quarter Credit Hours: 5 | Prerequisite: None

PS124: Introduction to Psychology

This course provides a broad introduction to the field of psychology, one of the social sciences. Students will be introduced to a range of topics that offer insight into human thought and actions including what motivates us to study human behavior, ethical decisions, problem solving, and theories on memory, learning, intelligence, and personality. This course will highlight the use of critical thinking and the application of the concepts. In addition, it will draw on practical psychological concepts related to students' personal and professional relationships.

Quarter Credit Hours: 5 | Prerequisite: None

PS200: Introduction to Cognitive Psychology

The purpose of this course is to introduce students to the basic principles and theories of cognition including topics such as perception, attention, memory, decision making, and language in both children and adults.

The course will also examine the brain regions involved in cognitive processes. Students will learn why an understanding of cognitive processes is important for psychology professionals and will apply the principles learned to a variety of settings.

Quarter Credit Hours: 5 | Prerequisite: PS124

PS210: History of Psychology

This course explores the historical origins of psychological study and the influences that have shaped contemporary views of the field. Students will learn about the origins of the study of the mind, the social and cultural factors that shaped the scientific approach to psychology, and modern-day applications of psychology. Students will also be introduced to the major theories and theorists in this discipline.

Quarter Credit Hours: 5 | Prerequisite: PS124

PS215: Neuroscience

This course will provide you with a foundational understanding of the basic concepts of neuroscience as it applies to the practice of psychology. The aim of cognitive neuroscience is to explore the biological factors that influence behavior. This course provides an introductory study of brain development, neural framework, developmental brain disorders, mental processes, social cognition, and more.

Quarter Credit Hours: 5 | Prerequisite: PS124

PS220: Child and Adolescent Psychology

This course will explore the physical, cognitive, emotional, social, moral, and personality development of human beings from conception through the end of adolescence. Students will develop an understanding of developmental theories and research methods used to investigate developmental change, the theoretical bases for our understanding of how human beings change, and the contextual and cultural factors that impact the growth and development of children.

Quarter Credit Hours: 5 | Prerequisite: PS124

PS300: Research Methods I

This course provides learners with a basic understanding of the scientific method and how it applies to the field of psychology. It addresses the research methods used in psychology and the strengths and weaknesses of each approach. It also teaches learners when it is appropriate to use one method over the other and how to evaluate the accuracy of the conclusions of a study. Finally, it addresses the ethical issues related to conducting research in psychology.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS311: Ethical Practice in a Diverse World

This course provides an in-depth study of the laws, ethics, confidentiality requirements, and protocols that guide clinical work in professional settings. The course provides you with a foundation in basic ethical theory as well as an understanding of diverse populations and knowledge of federal/state confidentiality laws. You will practice making ethical treatment decisions in real-world scenarios.

Quarter Credit Hours: 6 | Prerequisite: None

PS330: Personality Development

Personality is defined as a consistent pattern of thinking and behaving; it is the basis of "who we are." The theories regarding the development of personality are numerous, and each contributes to the understanding of the factors that define one's personality. This course examines the major psychological theories of personality and explores research dealing with the influence of genetic and environmental factors. Students will apply various theoretical models to real-world examples of normal and abnormal personality development.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS340: Exceptional Needs Children

This course examines the needs of exceptional children. The roles of teachers, parents, and other relevant "others" will be investigated in relationship to current practices, which include mainstreaming, inclusion, least-restrictive environment, and individual education programs.

Quarter Credit Hours: 6 | Prerequisite: None

PS345: Language and Speech Development and Disorders

This course examines the processes of language development in children, while integrating psychological theories and perspectives to explain this human phenomenon. You will be able to examine the progress of children with normal language development as well as those showing signs of problems. The course will provide case studies and clinical applications to prepare you for the clinical challenges you will face in your professional careers.

Quarter Credit Hours: 6 | Prerequisite: PS220

PS350: Working With Children in a Diverse World

This course provides an analysis of the cultural factors that impact human development in childhood. Topics include development of cultural identity, the process of acculturation, and the impact of cultural background on social and educational experiences. Students will also explore strategies for working with diverse populations of children and techniques for creating an environment that is respectful and responsive to the needs of this population.

Quarter Credit Hours: 6 | Prerequisite: PS220

PS360: Applied Behavior Analysis I

This course examines the behavior theory, principles, and procedures related to modifying existing behaviors and acquiring new behaviors. Students will begin to understand behavior modification techniques, such as reinforcement, punishment, extinction, discrimination training, generalization, shaping, classical conditioning, conditioned reinforcement, and schedules of reinforcement, by applying these behavior principles to real-world scenarios. Students will examine how behavior management can be used in various career fields.

Quarter Credit Hours: 6 | Prerequisite: MM207

PS365: Applied Behavior Analysis II

This course builds on Applied Behavior Analysis I to further examine the dynamics of behavior principles. In this course, you will explore advanced Applied Behavior Analysis (ABA) theories and apply them to case studies. You will be able to explain how behavior-environment relationships play instrumental roles in behavior deficits or excesses. This course also will provide you with information on obtaining certification and licensing in the ABA field. Although certain programs at the University are designed to prepare you to take various certification or licensing exams, the University cannot guarantee you will be eligible to sit for or pass those exams.

Quarter Credit Hours: 6 | Prerequisite: PS360

PS370: Health Psychology

Students will explore various models and theories of health psychology, examine current research, understand the psychosocial factors involved in the onset and treatment of physical disease and illness, and study the impact of stress on mental and physical health. The interaction of mental health and physiology will be highlighted through the study of chronic problems such as heart disease, cancer, and eating disorders. Students will examine the relationship between health psychology and the study of substance use disorders, including the impact of substance use on physical and psychological well-being. Special concerns of substance users will be addressed through examination of diverse topics such as tobacco use and HIV and hepatitis risk factors and treatment. Students also will learn to develop and implement educational health psychology programming and to explain how health psychology principles will apply in therapy.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS375: Psychology of Addiction

This course examines the prevention, development, diagnosis, and treatment of substance use disorders among youth and adults. Material is presented from a clinical perspective, including practical application of diagnostic techniques, especially pertinent for students intending to pursue a career in prevention or treatment of substance use disorders. Topics include the role of the brain in addiction; diagnostic criteria for substance use disorders; psychosocial factors involved in the development and maintenance of addiction; and models of education and treatment programs. Students will explore substance use disorders among diverse populations.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS380: Clinical Psychology

This course explores the foundations of clinical psychology, including the history, practice, and application of psychology in clinical settings. Students will examine ethical and legal considerations in counseling, the roles and responsibilities of therapist and client, clinical skills, diversity issues, and professional development opportunities. Current topics related to clinical practice will also be covered.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS385: Targeted Topics in Applied Behavior Analysis

This course provides an overview of the knowledge, skills, and abilities that a behavior analyst needs to provide Applied Behavior Analysis (ABA) therapy in a variety of settings. This course will cover diverse scenarios in which the basic concepts and theories of ABA, as well as ethical considerations for responsible conduct, can be applied. Topics to be covered include behavior measurement considerations, experimental design, reinforcement and punishment, extinction, behavior change systems, intervention considerations, maintenance and generalization of skills, ethics, and supervision issues. The course content is based on the basic behavior-analytic skills and client-centered responsibilities areas of the Behavior Analyst Certification Board (BACB) Fourth Edition Task List.

Quarter Credit Hours: 6 | Prerequisite: None

PS390: Introduction to Industrial/Organizational Psychology

This course is an introduction to the field of industrial/organizational (I/O) psychology. Students will acquire foundational knowledge of I/O psychology and human behavior in the workplace by being introduced to the historical influences and current perspectives of the field. The course will provide both real-world and research-based applications to help students understand the potential of I/O psychology in society. Further, students will learn about the basics of personnel selection, training, morale, organization theory and development, consumer behavior, and industrial and labor relations.

Quarter Credit Hours: 6 | Prerequisite: None

PS391: Psychology of Leadership

This course provides an overview of leadership theories and approaches in the workplace. Students will learn how to critically think about the leadership process. Further, students will examine effective leadership competencies such as conflict management and resolution, communication, training, coaching, and leading groups and teams.

Quarter Credit Hours: 6 | Prerequisite: PS390

PS392: Attitudes and Motivation in the Workplace

This course provides an overview of the major theories and findings in research on motivation and attitudes. Students will explore individual differences, employee attitudes, and motivation. Additionally, students will be introduced to motivational strategies and models of performance in order to understand the effects on personal and professional behaviors and success in the workplace.

Quarter Credit Hours: 6 | Prerequisite: PS390

PS410: Screening and Assessment

This course provides an overview of the strategies and tools that are used for the screening and assessment of various age groups. Topics include the history and purpose of assessment, ethical considerations, interviewing, and an intensive overview of functional behavioral assessment. Students will learn how to apply screening and assessment information to their work with children, adolescents, and adults.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS420: Social Relationships in Childhood

Current issues in theory and research in developmental psychology will be examined specific to the importance of social relationships in childhood. Topics include emotional development and attachment, cognitive development and social understanding, the importance of peers, how the influence of the family changes as children mature, and the social landscape of adolescence.

Quarter Credit Hours: 6 | Prerequisite: PS124

PS430: Program Design and Evaluation

This course focuses on the process for designing programs that meet the needs of multiple populations using basic principles of Applied Behavior Analysis. It builds on fundamental concepts of designing individual behavior management programs, and research methods using concepts in Organizational Behavior Management.

Quarter Credit Hours: 6 | Prerequisite: PS300

PS440: Abnormal Psychology

This course presents an integrative and multidimensional perspective to the fascinating field of abnormal psychology. Students will acquire basic knowledge of various psychological disorders including depression, anxiety, and psychotic and mood disorders. Students will be introduced to how abnormal behavior is defined, assessed, and diagnosed using the current classification system, as well as the limitations of assessment. The course will provide an overview of the various models used to understand psychological disorders and the therapeutic approaches used to treat them. Additionally, students will be given an overview of the legal, economic, and sociocultural influences on abnormal behavior and the mental health system in order to gain a greater understanding of how mental illness affects all in our society.

Quarter Credit Hours: 6 | Prerequisite: PS124 recommended

PS450: Case Management in Clinical Settings

This course provides an overview of case management in mental health and substance use settings. Topics covered include: the roles and responsibilities of case managers and counselors, counseling skills, evaluation and assessment of client strengths and needs, treatment planning, administration of services, working within a treatment team, and discharge planning.

Quarter Credit Hours: 6 | Prerequisite: PS375

PS451: Selection and Assessment in Organizations

This course will introduce students to employee selection, assessment, classification, and placement in organizations. The course explores the ethical, legal, and professional contexts, measurement of individual differences, performance appraisal and feedback, program design and evaluation, and human performance factors. Finally, students will cover ways psychology is applied in organizations to improve employee and team performance and quality of work life.

Quarter Credit Hours: 6 | Prerequisite: PS300

PS452: Psychopharmacology of Alcohol and Drugs

This course provides an in-depth study of the properties of alcohol and illicit drugs and their neurochemical effects on the brain. You will gain knowledge of each of the specific drug classes, basic pharmacology of psychoactive drugs, science of addiction, and the therapeutic use of medically managed prescription drugs in treatment.

Quarter Credit Hours: 6 | Prerequisite: None

PS496: Bachelor's Capstone in Industrial Organizational Psychology

The capstone course for undergraduate industrial organizational psychology provides you with the opportunity to integrate and apply learning from your industrial organizational psychology program of study in a comprehensive manner. You will assess the impact of educational experiences on personal and professional growth, ethical perspectives as well as critical thinking skills. You will reflect on and evaluate the benefits of lifelong learning and the impact of these elements on your future. Quarter Credit Hours: 6 | Prerequisite: Last term of study or approval of the Dean

PS497: Bachelor's Capstone in Addiction

This capstone course is the culminating experience for the Bachelor of Science in Psychology in Addictions. You will apply and synthesize concepts learned in each of the major courses. The capstone course provides the opportunity to integrate and evaluate concepts/theories learned throughout coursework in several original and personalized assignments and to assess your level of mastery of the stated program. Quarter Credit Hours: 6 | Prerequisite: Last term of study or approval of the Dean

PS498: Bachelor's Capstone in Applied Behavior Analysis

This capstone course is the culminating experience for the Bachelor of Science in Psychology in Applied Behavior Analysis. This course serves as a final evaluation of competencies learned from coursework completed within the program. The capstone course provides you with the opportunity to integrate and synthesize the knowledge and skills acquired throughout your program and to assess your level of mastery of the stated outcomes of your degree.

Quarter Credit Hours: 6 | Prerequisite: Last term of study or approval of the Dean

PS499: Bachelor's Capstone in Psychology

This capstone course is the culminating experience for the Bachelor of Science in Psychology. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their coursework in several original and personalized assignments and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 6 | Prerequisite: Last term

Public Administration and Policy (PP)

PP110: Ethics and Public Administration

This course will introduce students to the basic concepts, principles, and theories of ethics and demonstrate the role that these might play in the formation of public policy. The course will also survey various social issues, explore current policies that deal with them, and subject these policies to an ethics analysis. The overall aim of the course is to assist students in developing their critical thinking skills and to persuasively argue their position on the ethics of individual public policy programs.

Quarter Credit Hours: 5 | Prerequisite: EM101

PP220: Socially Responsible Leadership

This course is intended to enable participants to understand, evaluate, and reflect on leadership as well as develop their own leadership skills through experiential exercises. It will examine the nature and varieties of leadership by elected and appointed officials in government, officials and volunteers in nonprofit organizations, leaders of political movements, and community groups.

Quarter Credit Hours: 5 | Prerequisite: EM101

PP310: Finance and Budgeting in the Public Sector

This course examines the public budgetary process and related financial management techniques. It reviews the rationale for government intervention in the marketplace and rationale for sources of public revenue. The course will equip students with the knowledge, vocabulary, skills, and practical tools needed to participate skillfully and ethically in public finance decision making, and to assume a leadership role in guiding dialogue about resource acquisition and allocation choices.

Quarter Credit Hours: 6 | Prerequisite: EM101

PP420: Private and Public Sector Partnerships

Public-private partnerships provide a unique way for the government and private developers to work together to create sustainable and profitable urban infill developments. This course explores the structure of private and public sector partnerships and their unique interrelationship in support of government and municipal projects.

Quarter Credit Hours: 6 | Prerequisite: EM101

PP450: Program Evaluation

Students will study the methods and techniques used to assess effectiveness and monitor the performance of programs. Specific attention is given to theories, research, and practice related to program evaluation. The skills learned in this course will assist the practitioner in determining the effectiveness of new or existing programs in public organizations.

Quarter Credit Hours: 6 | Prerequisite: EM101

Public Health (PU)

PU120: Introduction to Public Health

Throughout this course you will come to understand not only what public health is, but how it works. You will explore the goals of public health and how socioeconomic status, culture, ethnicity, and religion impact the initiatives developed to achieve these important public health goals. You will examine how public health tackles and intervenes to prevent, respond to, and minimize communicable and noncommunicable diseases, and environmental health hazards. You will explore how policy development, ethics, informatics, and communications assist public health officials in achieving their goals and mission of improving health outcomes.

Quarter Credit Hours: 5 | Prerequisite: None

Science (SC)

SC115: Principles of Nutrition

This is an introductory-level course in which students investigate the fundamental concepts of nutrition: food sources, nutrient function, digestion, absorption, and metabolism. Special attention is given to learning to apply nutritional principles to food choices in a way that encourages a healthy lifestyle. Students will learn how nutritional needs change from infancy through adulthood including pregnancy and the senior stages of life.

Quarter Credit Hours: 5 | Prerequisite: None

SC121: Human Anatomy and Physiology I

In this course, students are taught the anatomy and physiology of the human body. Topics include the various body systems, structures, cells, and tissues, and the principles of homeostasis. Students are introduced to the organization and structure of the human body. This course includes a lab component.

Quarter Credit Hours: 5 | Prerequisite: None

SC131: Human Anatomy and Physiology II

In this course, which is a continuation of SC121: Human Anatomy and Physiology I, students are taught the anatomy and physiology of the human body. Topics include, but are not limited to, the cardiopulmonary, immune, gastrointestinal, urinary, and reproductive systems. These systems will be covered on a cellular, tissue, organ, and system level. This course includes a lab component.

Quarter Credit Hours: 5 | Prerequisite: SC121

SC156: Principles of Chemistry

This course will allow you to examine the basic principles of chemistry, with an emphasis on the chemical processes that affect your life. You will learn how to apply a variety of chemical concepts, such as the states of matter and chemical properties and reactions, to better understand the natural and human-made world. No previous knowledge of chemistry is needed to enroll in this non-majors science course.

Quarter Credit Hours: 5 | Prerequisite: MM212 highly recommended

SC200: Discovering Science - Current Issues in a Changing World

This course is designed to introduce students to some of the most important concepts in science including inheritance, energy, randomness, and measurement. In addition, the course will give students a chance to explore the human aspects of science: how people put science into practice, how societies think about scientific findings, and why science depends on ethical practices. Knowledge gained in the course will help inform further study in many disciplines and will help students better understand how science affects their personal and professional lives.

Quarter Credit Hours: 5 | Prerequisite: None

SC200M1: Basic Scientific Principles and Their Limitations

Explain basic scientific principles and their limitations.

Quarter Credit Hours: 1 | Prerequisite: None

SC200M2: Scientific Concepts Across Disciplines

Compare and contrast discipline-specific scientific concepts.

Quarter Credit Hours: 1 | Prerequisite: None

SC200M3: How Science and Life Work Together

Employ appropriate scientific ideas and methods to everyday situations.

Quarter Credit Hours: 1 | Prerequisite: None

SC200M4: Technology Throughout History

Analyze how technology has driven scientific progress throughout history.

Quarter Credit Hours: 1 | Prerequisite: None

SC200M5: Applying Science Day to Day

Evaluate how science affects your personal and professional life.

Quarter Credit Hours: 1 | Prerequisite: None

SC225: Environmental Science - Ecosystems, Resources, and Carbon Footprints

This course offers students a chance to apply basic scientific principles to an exploration of the environment and the role of humans within it. The course addresses the interrelationships between natural systems and the increasingly industrial, technological societies humans create. Students will examine a variety of ethical and cultural perspectives on nature and the environment, with an eye toward giving students the skills to think critically about global challenges such as energy, food, population, and climate change. As part of this ongoing analysis, students will examine how they might be able to apply sustainable living concepts to their personal lives and reduce their own carbon footprint.

Quarter Credit Hours: 5 | Prerequisite: None

SC226: Environmental Science Lab

This lab course will accompany SC225: Environmental Science - Ecosystems, Resources, and Carbon Footprints. The lab course provides practical applications via science lab activities with interactive modules. Each unit has a discussion board and a written component; often a module has two experiments or activities. The course allows students to have first-hand experience of important scientific aspects of environmental studies including air quality, ecological concerns, waste-management issues, and energy consumption and conservation.

Quarter Credit Hours: 2 | Prerequisite: Concurrent enrollment in SC225

SC235: General Biology I - Human Perspectives

In this introduction to biology, students will explore the living world of humans. The course emphasizes the processes of life from the molecular work of genes and proteins to human organ systems, all the way up to food webs and overpopulation. Practical applications of biology in everyday life are stressed throughout the course. No prior study of biology is required to enroll in this nonmajors course.

Quarter Credit Hours: 5 | Prerequisite: None

SC235M1: Principles of Human Biology

Describe the underlying principles in the study of human biology.

Quarter Credit Hours: 1 | Prerequisite: None

SC235M2: Human Organ Systems

Describe the complexity of human organ systems.

Quarter Credit Hours: 1 | Prerequisite: None

SC235M3: The Body and the Environment

Describe how the human's senses, nervous system, and skeletomuscular system interact with the environment.

Quarter Credit Hours: 1 | Prerequisite: None

SC235M4: The Human Body and Immunity

Describe how the human body functions to protect us from pathogens and cancers.

Quarter Credit Hours: 1 | Prerequisite: None

SC235M5: DNA and Inheritance

Illustrate the role of DNA and genes in determining inherited characteristics.

Quarter Credit Hours: 1 | Prerequisite: None

SC236: General Biology I Lab

This lab course will accompany SC235: General Biology I - Human Perspectives. The lab course approaches science practically, tying interactive experiments and observations to the knowledge associated with General Biology I - Human Perspectives. Each unit has a discussion board and a written component; often a module has two experiments or activities. Specifically, this lab course includes topics such as air quality and ecology as they impact human health, an intensive lab study of the human respiratory system, and the roles of genetics and heredity in human biology.

Quarter Credit Hours: 2 | Prerequisite: Concurrent enrollment in SC235

SC246: Fundamentals of Microbiology

Fundamentals of Microbiology will review basic microbial cell structure, function, and genetics. The role of microorganisms and their effect on humans and the environment will also be explained. Aspects of medical and public health will be emphasized, as will bacterial and viral diseases, parasites, immunology, and epidemiology. Course material and labs are directly relevant to studies in health sciences, biological sciences, nursing, and genetics.

Quarter Credit Hours: 5 | Prerequisite: None

SC246M1: Introduction to Microbiology and Chemistry

Describe the anatomy of prokaryotic cells.

Quarter Credit Hours: 1 | Prerequisite: None

SC246M2: Microbial Growth and Genetics

Illustrate the challenges of controlling microbial growth.

Quarter Credit Hours: 1 | Prerequisite: None

SC246M3: Prokaryotic and Eukaryotic Microbes, Viruses, and Chemotherapy

Investigate the impact of disease-causing microorganisms on human health.

Quarter Credit Hours: 1 | Prerequisite: None

SC246M4: Epidemiology, Microbial Pathogenicity, and Immunology

Examine methods of microbe-related disease management in medical and public health.

Quarter Credit Hours: 1 | Prerequisite: None

SC246M5: Environmental Microbiology

Analyze the role of microbes in industry and the environment.

Quarter Credit Hours: 1 | Prerequisite: None

SC250: Fundamentals of Science

Fundamentals of Science is a science course that surveys the basic concepts of a range of scientific disciplines. Students are introduced to science topics including physical science, environmental science, chemistry, biology, and genetics. Within each discipline, real-world examples are used to highlight the application of science in daily life. Investigations into energy sources and impacts, forensic science, and unit conversions allow students to practice the scientific method and conduct scientific research. A focus is given to evaluating sources of scientific information for credibility, including the portrayal of science in the media.

Quarter Credit Hours: 5 | Prerequisite: None

SC328: Histology and Embryology

The studies include histological structures of various tissues of the body and the correlation to their functions at the tissue and organ level. The study of embryology focuses on stages of human development with an emphasis on factors influencing development including common developmental disorders.

Quarter Credit Hours: 6 | Prerequisite: None

SC330: Immunology

This course encompasses the study of the immune system including its development and functions. Students learn about normal immune response and immunologic disorders such as hypersensitivity, autoimmunity, and immunodeficiencies including AIDS. The applications of immunology in tumor immunology, transplantation immunology, diagnosis, therapy, and prevention of various diseases are discussed in detail.

Quarter Credit Hours: 6 | Prerequisite: None

SC335: Biochemistry

This course familiarizes students with proteins, lipids, carbohydrates, and nucleic acids, and their structure, chemical composition, and functions. Studies include chemical characteristics, nomenclature, kinetic control, and functions of enzymes.

Quarter Credit Hours: 6 | Prerequisite: SC156 recommended

SC435: Genetics

This course explores the molecular basis of genetics as applied to human health, including developmental genetics, immunogenetics, and cancer genetics. Using case studies, students learn the role of dominant and recessive genes in various diseases and the importance of genetic counseling. In addition, students will discuss gene-mapping methodologies and ethical issues in the context of clinical genetics.

Quarter Credit Hours: 6 | Prerequisite: None

SC435M1: Fundamentals of Genetics

Explain the principles of heredity.

Quarter Credit Hours: 1 | Prerequisite: None

SC435M2: Principles of Heredity

Explain the chromosomal basis of inheritance.

Quarter Credit Hours: 1 | Prerequisite: None

SC435M3: Replication, Transcription, and Translation

Examine the principles of molecular genetics.

Quarter Credit Hours: 1 | Prerequisite: None

SC435M4: Regulation of Gene Expression

Analyze the principles of genetic variation.

Quarter Credit Hours: 1 | Prerequisite: None

SC435M5: Biotechnology and Genetic Analysis

Assess the role of genetic technologies in industry.

Quarter Credit Hours: 1 | Prerequisite: None

SC435M6: Genetics and Society

Evaluate how genetic concepts affect current societal issues.

Quarter Credit Hours: 1 | Prerequisite: None

Social Science (SS)

SS144: Sociology

An understanding of the dynamics of human societies and group behavior is useful for any work environment or professional career. This course is an introduction to the basic concepts of the discipline of sociology. Students will explore society and social life through the study of language, culture, race and ethnicity, gender, inequality, education, deviance, and sociological theory and methods. Students are also encouraged, through course assignments and discussions, to examine the influences of society on their personal lives.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

SS211: The 1960s - Reshaping the American Dream

This course will take an in-depth look at the 1960s as a significant era in American history. Adopting multiple perspectives, we will explore the societal impact of such issues as the assassination of John F. Kennedy, the Vietnam War, the Countercultural, Civil Rights, and Feminist Movements, the advent of the birth control pill, and many others. Through exploring the music, political climate, and advancements in technology and medicine of this historical era, we will discover how our individual lives and society as a whole were forever changed.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

SS211M1: The 1960s - Setting the Stage

Apply key terms and concepts from the social sciences to an era's primary issues.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS211M2: The 1960s - A Brave New World

Describe how key historical events define an era.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS211M3: The 1960s - Building a Movement

Illustrate the various components of an era from a theoretical perspective.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS211M4: The 1960s - Governing in Turbulent Times

Illustrate how social and political issues of an era impact civic engagement.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS211M5: The 1960s - Striving Toward Equality

Show how social events of a previous era have impacted individual lives today.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS216: Community Engagement

This community engagement course provides students an academic and hands-on understanding of contemporary, civic participation. During this course, you will plan and complete an 8-hour service learning project at an organization of your choice. Once you have completed the service learning project, you will compose a service project portfolio that you can later show to potential employers. You will also study distinct types of service organizations: federal, state, and local government programs, nongovernment organizations (NGOs), nonprofit organizations (NGOs), and faith-based organizations (FPOs).

Quarter Credit Hours: 5 | Prerequisite: None

SS230: Making History - The Founding Fathers

Americans use the term "Founding Fathers" all the time: not only are the Founders a popular subject in history, but they are also cited in modern political debates - almost as if they were still living authorities on contemporary issues. Students will explore the culture of early America, the context that molded the Founders ideologies, and the issues that were central to their time. This course aims to unlock the mystery of the Founding Fathers and to provide students with an accurate, thorough assessment of their historical significance and enduring legacy.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

SS236: People, Power, and Politics - An Introduction to American Government

The purpose of this introductory-level American government course is to provide students with crucial knowledge about how government works and about how they, as individual citizens, fit within that system. Focus is on the rights and obligations of citizens under the democratic political system established under the U.S. Constitution; the branches and levels of government; and the role of the media. This fundamental knowledge combined with critical thinking skills will be valuable personally and professionally.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

SS236M1: The Constitution and Federalism

Analyze how the U.S. Constitution allocates enumerated, implied, and inherent powers to federal, state, and local governments.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS236M2: The Executive and Legislative Branches

Analyze how the Executive and Legislative branches of American Government function.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS236M3: The Judicial Branch and Civil Rights and Civil Liberties

Analyze the Judicial branch and the intersection of Civil Rights and Civil Liberties.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS236M4: Politics Today - Political Parties and Outside Interests

Explain how political parties, elections, and outside interests shaped the development of the U.S.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS236M5: Politics Today - Domestic, Economic, and Foreign Policies

Analyze how U.S. government conducts economic, domestic, and foreign policies.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS250: The Technological Revolution - A Social Scientific Approach

This is a social science survey course that will examine science and technology from a variety of social science disciplines including sociology, psychology, history, political science, anthropology, and economics. The use of science and technology has been a driving force behind all of human history, and even more so today. This course will take an interactive approach to study the relationship between humanity and technology throughout time and across the globe.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

SS250M1: Shaping the History of Mankind

Explain the impact of technology on historical processes.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS250M2: Technology and Everyday Life

Illustrate the use of technology in daily life.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS250M3: The Effects on Social Institutions

Analyze how science and technology have changed social relationships.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS250M4: A Driving Force Toward Globalization

Illustrate the relationship between technology, policy, and problem solving.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS250M5: The Impact on Human and Environmental Health

Explain the impact of technology on human health.

Quarter Credit Hours: 1 | Prerequisite: Any college composition course

SS260: Gender and Society

This interdisciplinary course explores the importance of gender in human social interactions in a modern society. You will learn about how gender as a concept is shaped by history, culture, and globalization. The roles of men and women and the perceptions of self are examined through male-female expectations and social behaviors. This course is essential for understanding the impact and importance of gender in personal lives, social groups, and modern work environments.

Quarter Credit Hours: 5 | Prerequisite: None

SS270: Social Problems

This course explores the problems that transcend individual solutions, such as inequality, poverty, racial and gender discrimination, and environmental pollution, and how social problems affect us in our homes, in our communities, and in the workforce. Analysis of topics includes local, national, and global perspectives.

Quarter Credit Hours: 5 | Prerequisite: Any college composition course

SS360: American Women

This course examines how gender shapes the experience of women in their social, political, and professional roles. The exploration includes the impact of class, religion, race, and ethnicity on gender roles and expectations for women from 1848 through the present day. Additionally, students will explore the cultural influence of women throughout American history including contributions of women to philosophy, literature, and art. Throughout the course, students will investigate themes of continuity and change in the lives of American women.

Quarter Credit Hours: 6 | Prerequisite: Any college composition course

SS368: Social Perspectives on Death and Dying

This course is designed to provide students with an introduction to the cultural dimensions of death and dying. This topic affects each of us because of our own mortality and our relationships with others who die, whether close to us or complete strangers. The primary goals of the course are to help students deepen their understanding of the cultural dimensions of death and dying and to enable them to become a more effective provider of support.

Quarter Credit Hours: 6 | Prerequisite: None

GRADUATE PROGRAMS

In this section, you can find general policies relevant to graduate students as well as policy and program information specific to the Schools of Business and Information Technology, Education, Health Sciences, and Nursing, and the College of Social and Behavioral Sciences. Graduate courses offered by the University are also featured.

Policy Information

The below policy information applies to students enrolled in a Purdue Global graduate program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Furthermore, states, employers, and various other agencies may require a criminal background check and/or drug check before you take professional licensing, certification, or registration exams. If you have a prior felony conviction or serious misdemeanor, you may be denied the opportunity to take professional licensing, certification, or registration exams. You may also be denied a license or certification to practice in some states, even if the certification or licensing exam is taken and successfully completed. It is your responsibility to inquire with the appropriate agencies or authorities about current requirements prior to enrolling in your program of choice or, if your circumstances change, at that time and at the time of making application for certification or licensure.

Employment and Continued Education

The University's programs are designed to prepare you to pursue employment in your field of study, or in related fields. However, the University does not guarantee that you will be placed in any particular job, eligible for job advancement opportunities, or employed at all. While many of the University's degree programs are designed to prepare you to pursue continued graduate- or doctorate-level education, the University cannot guarantee that you will be granted admission to any graduate or doctoral programs.

Criminal Background Checks

For some programs, you may be required to undergo criminal background checks before starting classes; before you can be placed in an internship, externship, or at a clinical site; or before taking professional licensing,

certification, or registration exams. If you have a prior felony conviction or serious misdemeanor, you may be denied the opportunity to take professional licensing, certification, or registration exams, or may be denied a license or certification to practice in some states, even if the exam is taken and successfully completed. Consequently, you may be denied admission to some programs.

For programs that require a criminal background check (p. 18), you must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. If an approved background check is not on file with the University prior to the first day of your first term, your enrollment will be cancelled.

Graduation Requirements

To graduate, you must:

1. Successfully complete all required courses and other program-specific requirements within the allotted time frame (see the Satisfactory Academic Progress Standards (p. 40) section for further information).
2. Have a minimum cumulative GPA of 3.0.
3. Have completed the degree program no later than 7 years after completing the first class.
4. Attend Career Resources and Financial Aid exit interviews, if applicable.
5. Fulfill all financial obligations to Purdue Global prior to graduation unless previous satisfactory arrangements have been made. If satisfactory financial arrangements are not made, the graduation credential will be withheld.

Note: you may need to fulfill certain prerequisite requirements and, therefore, may be required to take more than the minimum number of credit hours in order to graduate.

Some programs may have additional requirements that must be met. If a program has additional graduation requirements, these can be found in the individual school sections.

School of General Education

Mission Statement

The General Education program supports the academic, social, personal, and professional development of learners throughout their engagement with the University. It also provides a learning experience that is engaging, enjoyable, and applicable to students' personal and professional lives while preparing students to meet expectations in chosen fields of study. Purdue Global is committed to professional and career preparation for all graduates. As an institution and an educational community, we commit to graduating "thinkers who can work and workers who can think."

Purdue Global Professional Competencies

At Purdue Global, we offer a wide array of programs designed to prepare you for success in your chosen career field. We believe that professionalism is the key to career success. Exhibiting professionalism allows you to engage in behaviors that contribute to a positive, productive, and cohesive work environment: communication, teamwork, leadership, problem solving and critical thinking, personal presentation, and multiculturalism and diversity. Through repeated practice and study throughout your academic program, you will understand and learn to exhibit professionalism in your chosen career. Each outcome will be present in one-sixth of all major requirement courses.

1. **Teamwork:** Work in teams to achieve collective goals.
2. **Leadership:** Demonstrate leadership knowledge, skills, and abilities to successfully lead teams within one's profession.
3. **Personal Presentation:** Demonstrate professionalism in a variety of situations.
4. **Multiculturalism and Diversity:** Leverage the strengths of multiculturalism and diversity for the benefit of the organization and community.
5. **Graduate Communications:** Demonstrate professional written and verbal communication to achieve positive results.
6. **Graduate Problem Solving and Critical Thinking:** Apply critical thinking and problem solving behaviors.

School of Business and Information Technology

Mission Statement

We develop the competencies of career-focused students to empower them as ethical, insightful, and solution-oriented decision-makers, leaders, and lifelong learners in increasingly complex and diverse global environments. Faculty is supported as practitioners and scholars, committed to innovation in teaching and intellectual contribution.

General Policies

Admissions Requirements

In addition to the general Purdue Global admissions requirements, the School of Business and Information Technology requires a current, professional resume that details employment history including responsibilities and dates of employment.

Progression Requirements

1. You must successfully complete at least 75 percent of the graduate credit hours required for a degree with a grade of "A" or "B."
2. You can enroll in no more than one course per term for your first three terms. After completing the third term, you may enroll in two courses per term if your cumulative GPA is 3.5 or higher. Exceptions to this policy require the approval of the Dean of the School of Business and Information Technology or a designee.
3. Prior learning credits and Purdue Global courses completed more than 5 years prior to the start of your information technology program are not eligible to satisfy information technology course requirements. You may be required to retake courses in order to ensure your knowledge is consistent with the current skills taught in these courses. You may request exceptions, based on relevant coursework and professional experience, from the Dean or a designee.

Programs

Master of Business Administration

The objective of the Master of Business Administration program is to help you pursue leadership positions in competitive business environments. The curriculum is designed to address this through a portfolio of practical, resume-building projects that satisfy your intellectual curiosity and help build the knowledge, skills, and abilities to make sound business and management decisions.

[View Program Details \(p. 290\)](#)

Master of Science in Accounting

The objective of the Master of Science in Accounting program is to prepare you with the knowledge, technical skills, and work habits to be an innovative and adaptable critical thinker and problem solver. The program is designed to prepare you to use available services and technologies to support operations and management, and the curriculum encourages you to be a lifelong learner while addressing the evolving professional skills of master's degree students.

[View Program Details \(p. 294\)](#)

Master of Science in Cybersecurity Management

The Master of Science in Cybersecurity Management will prepare graduates for leadership roles directing and protecting critical information infrastructures. You will learn to develop, implement, evaluate, and update the cybersecurity policies and practices that allow an organization to effectively respond to the dynamic cybersecurity landscape.

[View Program Details \(p. 297\)](#)

Master of Science in Finance

The Master of Science in Finance program focuses on helping you gain advanced technical knowledge and skills in a range of financial areas. Courses help increase your understanding of the factors that influence high-level decision making and provide you with opportunities to develop and implement your critical thinking skills to solve complex financial problems.

[View Program Details \(p. 299\)](#)

Master of Science in Information Technology

If you have a bachelor's degree in information technology, computer science, information systems, management of information systems, or a similar field of study, the Master of Science in Information Technology could help you take the next step in your career. The program provides you with the option of selecting a specialization, in addition to the core curriculum requirements.

[View Program Details \(p. 302\)](#)

Master of Science in Management and Leadership

The Master of Science in Management and Leadership program focuses on helping you build specialized leadership skills in a particular discipline and is designed to prepare you to pursue managerial and executive positions in a wide range of industries. From the start of the program, courses help you develop leadership knowledge and abilities that you can apply immediately to your work life and to help advance your career.

[View Program Details \(p. 304\)](#)

Graduate Certificate in Accounting

The objective of the Graduate Certificate in Accounting program is to prepare you with the critical knowledge and skills to pursue mid-level accounting positions. The certificate program is designed to provide knowledge of key accounting areas including accounting and financial reporting systems, business law, auditing techniques, and cost accounting.

[View Program Details \(p. 307\)](#)

Graduate Certificate in Human Resources

The objective of the Graduate Certificate in Human Resources program is to prepare you with the critical knowledge and skills to pursue mid-level positions in human resources. The certificate program is designed to provide knowledge of key human resource areas including employment

and labor law, employee training and development programs, reward systems, employee recruitment and selection, and assessment models.

[View Program Details \(p. 308\)](#)

Graduate Certificate in Information Security

The objective of the Graduate Certificate in Information Security program is to prepare you with the critical knowledge and technical skills to pursue career advancement in the information security field. The certificate program is designed to provide knowledge of key information technology areas including network security tools, computer security, penetration testing, ethical hacking, and cryptography.

[View Program Details \(p. 309\)](#)

Graduate Certificate in Project Management

The objective of the Graduate Certificate in Project Management program is to prepare you with the critical knowledge and skills to pursue a mid-level position in project management. The certificate program is designed to provide knowledge of key project management areas including project initiation, project planning and execution, project cost and scheduling, and project risk, quality, and assessment.

[View Program Details \(p. 310\)](#)

Master of Business Administration

Description and Outcomes

The objective of the Master of Business Administration program is to help you pursue leadership positions in competitive business environments. The curriculum is designed to address this through a portfolio of practical, resume-building projects that satisfy your intellectual curiosity and help build the knowledge, skills, and abilities to make sound business and management decisions. Beyond these practical skills, the program is also designed to foster thought leadership, innovation, and corporate social responsibility in a global context.

Concentrations

In addition to the core program requirements, you may add a concentration to your degree plan, for which you are required to take a minimum of four courses from one of six concentrations: finance, health care management, human resources, information technology, marketing, or project management. Concentrations are not required for completion of the general program.

ExcelTrack Option

The ExcelTrack option for the Master of Business Administration is designed to allow students with applicable skills, professional experience, and self-direction to accelerate their pace toward earning their degree. In the ExcelTrack option, there are no required weekly assignments or class hours per course—just one final comprehensive project. Students can skip material they know and focus on what they need to learn to master course outcomes. With a few rare exceptions, ExcelTrack courses are divided into small one-credit courses that allow flexible course loads each term. ExcelTrack uses a term-based tuition model: the more courses students complete per term, the greater their cost savings. To determine if ExcelTrack is a good fit for you, speak to your University representative.

For more information on the policies governing ExcelTrack programs, see the academic policy (p. 6) section of the Catalog.

Society for Human Resources Management Acknowledgment

The Society for Human Resource Management (SHRM) has acknowledged that the Master of Business Administration with a concentration in human resources fully aligns with SHRM's *HR Curriculum Guidebook and Templates*. The *HR Curriculum Guidebook and Templates* were developed by SHRM to define the minimum HR content areas that should be studied by HR students at the undergraduate and graduate levels. The guidelines—created in 2006 and revalidated in 2010 and 2013—are part of SHRM's academic initiative to define HR education standards taught in university business schools and help universities develop degree programs that follow these standards.

Program Length

The Master of Business Administration program consists of a minimum of 60 quarter credit hours. Upon successful completion of the program, you will be awarded the Master of Business Administration.

Program Outcomes

1. Apply knowledge related to fundamental business processes to make effective business decisions in a global context.
2. Integrate business knowledge to take well-reasoned action in diverse situations.

3. Innovate to address business issues and opportunities in dynamic environments.
4. Demonstrate the leadership necessary to accomplish business goals and maximize organizational performance.
5. Evaluate the ethical and social implications of business decisions in a global context.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Accelerated MBA Option

If you are a graduate of the University's Bachelor of Science in Business Administration program, are granted admission to the Master of Business Administration (MBA) program, and meet the requirements for the accelerated MBA option, you will have the following courses waived:

Code	Title	Credits
GB518	Financial Accounting Principles and Analysis	4
GB520	Strategic Human Resource Management	4
GB530	Marketing Management	4
GB540	Economics for Global Decision Makers	4
GB550	Financial Management	4

Progression Requirements

1. You may not use transfer credit to replace GB500 Business Perspectives or GB601 MBA Capstone. These courses must be completed at Purdue Global. No transfer credit may be used for any course in the project management specialization.
2. As a newly enrolled student, you may request to test out of GB512 Business Communications and GB513 Business Analytics by passing a course assessment with a predetermined score. To register for a course assessment, you must contact your Student Advisor at least 1 week prior to the start of the first term. Refer to the Types of Credit (p. 25) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly

listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
GB500	Business Perspectives	4
GB512	Business Communications	4
GB513	Business Analytics	4
GB518	Financial Accounting Principles and Analysis	4
GB519	Measurement and Decision Making	4
GB520	Strategic Human Resource Management	4
GB530	Marketing Management	4
GB540	Economics for Global Decision Makers	4
GB550	Financial Management	4
GB560	Designing, Improving, and Implementing Processes	4
GB570	Managing the Value Chain	4
GB580	Strategic Management	4
GB590	Ethics in Business and Society	4
GB600	Leadership Strategies for a Changing World	4
GB601	MBA Capstone	4
Total Core Requirements		60
Open Elective Requirements		
Concentration Courses (see below)		16
Total Open Electives Requirements		16
TOTAL CREDITS		76

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Finance

Code	Title	Credits
GF500	Financial Institutions and Markets	4
GF510	Risk Analysis and Management	4

GF520	Corporate Finance	4
GF530	Financial Statement Analysis	4
TOTAL CREDITS		16

Health Care Management

Code	Title	Credits
HA540	Health Care Operations and Quality Assessment	4
HA545	Health Policy	4
HA575	Health Care Marketing	4
PU660	International Epidemiology and Global Health	4
TOTAL CREDITS		16

Courses in this concentration are offered through the School of Health Sciences and require students to change to the 10-week calendar track upon completion of all courses in the MBA program.

Human Resources

Code	Title	Credits
GB541	Employment Law	4
GB542	Training and Development	4
GB545	Strategic Reward Systems	4
GB546	Recruitment and Selection	4
TOTAL CREDITS		16

This program is fully aligned with the *HR Curriculum Guidebook and Templates* of the Society for Human Resource Management.

Information Technology

Code	Title	Credits
IT503	Principles of Information Technology	4
IT504	Managing Information Technology in a Business Environment	4
Select one of the following:		4
IT510	System Analysis and Design	
IT511	Information Systems Project Management	
IT521	Decision Support Systems	
IT525	Database Design and Data Modeling	
IT527	Foundations in Data Analytics ¹	
IT530	Computer Networks	
IT540	Management of Information Security ¹	
IT590	Legal and Ethical Issues in IT	
Select one of the following:		4
IT511	Information Systems Project Management	
IT521	Decision Support Systems	
IT522	Knowledge-Based Management Systems	
IT525	Database Design and Data Modeling	
IT526	SQL Query Design	
IT527	Foundations in Data Analytics ¹	
IT528	Quantitative Risk Analysis	
IT530	Computer Networks	
IT535	Advanced Network Management	
IT540	Management of Information Security ¹	

IT541	Computer and Network Security	
IT590	Legal and Ethical Issues in IT	
TOTAL CREDITS		16

¹ The prerequisite IT513 Writing and Critical Thinking for the IT Professional is waived for business students who complete GB512 Business Communications.

Marketing

Code	Title	Credits
GB531	Advertising	4
GB532	Marketing Research	4
GB533	Salesforce Management	4
GB534	Consumer Behavior	4
TOTAL CREDITS		16

Project Management

Code	Title	Credits
GM591	Strategic Project Selection and Initiation	4
GM592	Project Planning and the Project Plan	4
GM593	Project Execution With Monitoring and Control	4
GM594	Project Closing, Ethics, and Professional Responsibilities	4
TOTAL CREDITS		16

ExcelTrack

Program Requirements

Code	Title	Credits
Core Requirements		
GB500	Business Perspectives	4
GB512 Business Communications		
GB512M1	Prepare Documents	1
GB512M2	Apply Cultural Literacy	1
GB512M3	Analyze Business Problems	1
GB512M4	Create Business Presentations	1
GB513 Business Analytics		
GB513M1	Charting Business Situations	1
GB513M2	Analyzing Business Problems With Hypothesis Testing	1
GB513M3	Predicting Business Outcomes With Quantitative Methods	1
GB513M4	Presenting Solutions Through Statistical Analysis	1
GB518 Financial Accounting Principles and Analysis		
GB518M1	Assess Accounting Information and Systems	1
GB518M2	Business Strategies and Decision-Making	1
GB518M3	Ethical Behavior in Business Environments	1
GB518M4	Evaluate Global Accounting Interconnectedness	1
GB519 Measurement and Decision Making		
GB519M1	Decision-Making Techniques in Business	1

GB519M2	Leadership Approaches to Decision-Making	1
GB519M3	Global Interconnected Management Decision-Making	1
GB519M4	Managerial Accounting Principles and Practices	1
GB520 Strategic Human Resource Management		
GB520M1	Strategic Management and the HRM Fit	1
GB520M2	SHRM, HR Planning, and Work Systems Design	1
GB520M3	Preparation for Performance and Rewards	1
GB520M4	Managing SHRM in a Global Economy	1
GB530 Marketing Management		
GB530M1	Assess Marketing Opportunities	1
GB530M2	Segment and Target Markets	1
GB530M3	Develop Marketing Plans	1
GB530M4	Cultural Literacy Application	1
GB540 Economics for Global Decision Makers		
GB540M1	Ethical Issues in Economics	1
GB540M2	Examine Microeconomic Tools	1
GB540M3	Economic Decision-Making and Economic Growth	1
GB540M4	Regional, National, and Global Economic Behavior	1
GB550 Financial Management		
GB550M1	Financial Management Practices	1
GB550M2	Value of a Firm	1
GB550M3	Capital Budgeting	1
GB550M4	Capital Decisions	1
GB560 Designing, Improving, and Implementing Processes		
GB560M1	Business Process Optimization	1
GB560M2	Project Management Concepts	1
GB560M3	Executing the Business Process Improvement Plan	1
GB560M4	Change Management Planning and Evaluation	1
GB570 Managing the Value Chain		
GB570M1	Competitive Advantage and the Value Chain	1
GB570M2	Corporate Social Responsibility and the Value Chain	1
GB570M3	Globalization and the Value Chain	1
GB570M4	Value Chain Enablers	1
GB580 Strategic Management		
GB580M1	Integrated Vision	1
GB580M2	Integrated Goals	1
GB580M3	Balanced Priorities	1
GB580M4	Leadership Principles	1
GB590 Ethics in Business and Society		
GB580M1	Integrated Vision	1
GB580M2	Integrated Goals	1
GB580M3	Balanced Priorities	1
GB580M4	Leadership Principles	1
GB600 Leadership Strategies for a Changing World		

GB600M1	Leadership for Maximum Organizational Performance	1
GB600M2	Leadership for Global Interconnectedness	1
GB600M3	Leading Teams to Achieve Business Outcomes	1
GB600M4	Leadership for Organizational Effectiveness	1
GB601	MBA Capstone	4
Total Core Requirements		60
TOTAL CREDITS		60

Master of Science in Accounting

Description and Outcomes

The Master of Science in Accounting program is designed to follow a Bachelor of Science in Accounting degree. Refer to the Admissions Requirements (p. 294) section for details.

The objective of the Master of Science in Accounting program is to prepare you with the knowledge, technical skills, and work habits to be an innovative and adaptable critical thinker and problem solver. The program is designed to prepare you to use available services and technologies to support operations and management, and the curriculum encourages you to be a lifelong learner while addressing the evolving professional skills of master's degree students.

Upon graduation, you may perform either technical or management duties within the accounting field. Typical duties may include overall department management; the generation and analysis of accounting data; the creation of quality improvement processes, compliance strategies, and reimbursement procedures; conducting research; and addressing risk management and legal issues. Employment opportunities may exist within industry and public accounting. In addition, many entrepreneurial opportunities may exist for small business accounting and consulting services.

The Master of Science in Accounting program is designed to help you prepare for the Uniform Certified Public Accountant (CPA) Examination, the Certified Internal Auditor examination, and the Certified Management Accountant examination. Refer to the Certification, State Board, and National Board Exams (p. 295) section for important program disclosure information.

Concentrations

You must choose from four concentration areas designed to help you develop specific accounting proficiencies: audit, finance, government, and tax.

Program Length

The Master of Science in Accounting program consists of a minimum of 52 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Integrate accounting knowledge to take well-reasoned action in diverse situations.
2. Assess accounting issues and opportunities in dynamic environments.
3. Evaluate the ethical and social implications of business and accounting decisions in a global context.
4. Evaluate the theory, principles, and practices of accounting and accounting information systems.
5. Integrate challenging work that will prepare students for accounting professional exams.
6. Communicate professionally through writing and presentations with stakeholders.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your

academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Accounting program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree in business, management, accounting, or finance from an accredited institution or a minimum of 30 semester or 45 quarter credit hours in undergraduate coursework across the Common Professional Components (CPC) to align with Accreditation Council for Business Schools and Programs (ACBSP) accreditation standards. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

ACBSP's CPC include areas such as marketing, management, finance, economics, law, ethics, accounting, globalization, policy, IT, and statistics. If you have completed the required hours and satisfy the other program entry requirements, no additional coursework is needed to enter the master's degree program. If you do not meet this requirement, you will be required to take a Peregrine entrance exam free of charge to assess your knowledge in the CPC areas. If you do not meet the minimum scoring requirement of 50 percent on the exam, you will be required to take a leveling course, comprised of up to six modules, before being enrolled in the program. The required module(s) will be determined by the Peregrine score in each CPC area. You are responsible for the fee for each Peregrine module required.

For example, if you do not meet the undergraduate coursework requirements, and do not receive a passing score on the exam in the IT and finance areas, you would be required to take both module 2 and module 6 (bolded below) of the leveling course:

Module 1	Marketing/Management
Module 2	Finance/Economics
Module 3	Law/Ethics
Module 4	Accounting
Module 5	Globalization/Policy
Module 6	IT/Statistics

Instructions for completing the Peregrine entrance exam or modules will be provided by your Admissions Advisor.

If you are granted admission to the program and do not have an undergraduate degree in accounting, you may be required to complete additional foundational coursework, which may include AC114 Accounting I, AC116 Accounting II, and AC239 Managerial Accounting, pending review of the situation by the Dean. Candidates to the program must pass their prerequisite courses with a "B" or better to be admitted to the program.

If you possess a bachelor's degree unrelated to business, management, accounting, or finance, you may be admitted with approval from the Dean of the School of Business and Information Technology. The Dean conducts evaluations on a case-by-case basis. The Dean will also identify additional required foundational coursework which must be completed prior to acceptance into the program.

If you are an international applicant, you must submit, prior to enrollment, an official college transcript evaluated for equivalency to a United States college diploma by an authorized school official, appropriate outside agency, or approved foreign credential evaluator. If you are granted admission to the program and do not have an undergraduate degree in accounting, you may be required to complete additional foundational coursework, which may include AC114 Accounting I, AC116 Accounting II, and AC239 Managerial Accounting, pending review of the situation by the Dean. Candidates to the program must pass their prerequisite courses with a "B" or better to be admitted to the program. If you possess a bachelor's degree unrelated to business, management, accounting, or finance, you must submit an additional course-by-course equivalency evaluation to determine whether you have already completed coursework equivalent to AC114 Accounting I and/or AC116 Accounting II. You are responsible for any costs incurred as a result of this service.

Progression Requirements

1. You may not use transfer credit to replace AC599 Graduate Capstone in Accounting. This course must be completed at Purdue Global.
2. As a newly enrolled student, you may request to test out of GB512 Business Communications by passing a course assessment with a predetermined score. To register for a course assessment, you must contact your Student Advisor at least 1 week prior to the start of the first term. Refer to the Types of Credit (p. 25) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon graduation, you may be eligible to take the Uniform Certified Public Accountant (CPA), Certified Internal Auditor, and Certified Management

Accountant certification exams. To sit for the CPA Exam in most states, there is an educational requirement of 150 semester hours or 225 quarter credit hours. Purdue Global has not made a determination of eligibility with respect to the licensure or certification requirements of any specific state. You may need to take additional courses at the undergraduate or graduate level to meet individual state requirements.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
AC501	Financial Accounting and Reporting	4
AC502	Regulation	4
AC503	Advanced Auditing	4
AC504	Ethical Issues in Business and Accounting	4
AC505	Advanced Managerial/Cost Accounting	4
AC507	Corporate Tax Decisions and Strategies	4
GB512	Business Communications	4
GB540	Economics for Global Decision Makers	4
AC599	Graduate Capstone in Accounting	4
Total Core Requirements		36
Open Elective Requirements		
Accounting Electives		16
Total Open Elective Requirements		16
TOTAL CREDITS		52

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Audit

Code	Title	Credits
AC550	Accounting Information Systems	4
AC555	Fraud Examination	4
AC557	Internal Control Assessment and Design	4
TOTAL CREDITS		12

Finance

Code	Title	Credits
AC551	Accounting Research	4
AC554	Enterprise Risk Analysis and Planning	4
AC558	International Accounting Standards and Global Financial Reporting	4
TOTAL CREDITS		12

Government

Code	Title	Credits
AC550	Accounting Information Systems	4
AC556	Government and Not-For-Profit Accounting	4
AC557	Internal Control Assessment and Design	4
TOTAL CREDITS		12

Tax

Code	Title	Credits
AC559	International Tax Planning and Issues	4
AC560	Tax Research and the IRS	4
AC561	Taxation of Estates and Trusts	4
TOTAL CREDITS		12

Master of Science in Cybersecurity Management

Description and Outcomes

The Master of Science in Cybersecurity Management will prepare graduates for leadership roles directing and protecting critical information infrastructures. You will learn to develop, implement, evaluate, and update the cybersecurity policies and practices that allow an organization to effectively respond to the dynamic cybersecurity landscape. Graduates will be adept in the management of information continuity, asset classification and control, compliance management, and the secure administration of IT infrastructure, as well as incident response.

Program Length

The Master of Science in Cybersecurity Management program consists of a minimum of 60 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Theory and Principles: Evaluate theories, framework, principles, and best practices related to cybersecurity science and technology by assessing and reviewing recent cybersecurity literature and industry publications.
2. Industry Research: Demonstrate the maturity to develop research topics based on cybersecurity underlying principles learned throughout the MSCM program.
3. Decision Analysis: Analyze data using statistical principles for the purpose of developing or/and supporting a hypothesis.
4. Critical and Analytical Thinking: Apply appropriate theories, including Request for Comments (RFCs), within cybersecurity science and technology to evaluate and mitigate risk in contexts of uncertainty.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Accelerated Master of Science in Cybersecurity Management Option

If you are a graduate of the University's Bachelor of Science in Information Technology or Bachelor of Science in Cybersecurity, are granted admission to the Master of Science in Cybersecurity Management, and meet the requirements for the accelerated Master of Science in Cybersecurity Management option, you may have the following courses waived:

Code	Title	Credits
IT530	Computer Networks	4

IT537	Introduction to Cybersecurity	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT550	Computer Forensics and Investigations	4

In order to qualify for the accelerated Master of Science in Cybersecurity Management option, you must meet the following criteria:

1. Complete your undergraduate coursework in the information technology or cybersecurity program with a minimum cumulative GPA of 3.2.
2. Complete the following courses and obtain a grade of "B" or better in each course (waiver of graduate courses noted above varies based on completion of specific courses listed below):

Code	Title	Credits
IT234	Database Concepts	5
IT262	Certified Ethical Hacking I	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT301	Project Management I	6
IT316	Computer Forensics	6
IT350	Advanced Database Concepts	6
IT375	Windows Enterprise Administration	6
IT395	Certified Ethical Hacking II	6
IT401	Project Management II	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT460	Systems Analysis and Design	6
IT484	Cybersecurity Policies	6

Progression Requirements

1. Students entering the Master of Science in Cybersecurity Management program should already possess an in-depth knowledge of computer systems and networking technology, good mathematical and communication skills, and familiarity with Internet and wireless applications. Required information technology (IT) skillsets should be equivalent to a Bachelor of Science in Information Technology (BSIT) or similar degree, or an appropriate combination of IT professional certifications and experience.
2. You are required to take and pass IT513 Writing and Critical Thinking for the IT Professional in your first term.
3. You may apply to use transfer credit to replace or substitute for up to 50 percent of the program by submitting a waiver form to the Dean of the School of Business and Information Technology. A waiver will be granted conditionally, based upon an evaluation of common learning outcomes.
4. You may enroll in no more than one course per term for your first three terms. After completing your third term, you may enroll in two courses per term if your cumulative GPA is 3.5 or higher. Exceptions to this policy require the approval of the Dean of the School of Business and Information Technology or a designee.
5. If, for any reason, you are required to complete additional capstone hours during your program, you may complete them during the normal course of study or you may contact your Student Advisor to secure an extension. IT596 IT Graduate Capstone Extension Course is taken after IT595 Master's Capstone in Cybersecurity

Management and is for the specific purpose of providing a means for capstone project or thesis completion. Approval of the Dean or the Department Chair is required for enrollment in IT596 IT Graduate Capstone Extension Course. If an extension is granted, the University will not charge tuition for the extension course; however, you will be required to pay the normal technology fee.

Total Core Requirements	60
TOTAL CREDITS	60

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
IT513	Writing and Critical Thinking for the IT Professional	4
IT527	Foundations in Data Analytics	4
IT528	Quantitative Risk Analysis	4
IT530	Computer Networks	4
IT537	Introduction to Cybersecurity	4
IT540	Management of Information Security	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT544	Platforms, Applications, and Data Security	4
IT545	Wireless, Mobile, and Cloud Security	4
IT550	Computer Forensics and Investigations	4
IT590	Legal and Ethical Issues in IT	4
IT591	IT Security Auditing and Assessments	4
IT592	Financial Investment of Cybersecurity	4
IT595	Master's Capstone in Cybersecurity Management	4

Master of Science in Finance

Description and Outcomes

The Master of Science in Finance program focuses on helping you gain advanced technical knowledge and skills in a range of financial areas. Courses help increase your understanding of the factors that influence high-level decision making and provide you with opportunities to develop and implement your critical thinking skills to solve complex financial problems.

The program is designed to prepare you to make quality decisions based on the analysis of financial information. The curriculum encourages you to be a lifelong learner and addresses the evolving professional skills of master's degree students.

The general program is designed to help you develop specific skills in the areas of financial planning, corporate finance, banking, financial markets, and investment management. Completion of this program may be especially beneficial if you who wish to pursue a variety of opportunities in the financial service sector.

Concentrations

You are required to select a concentration in financial analysis or financial planning.

Certified Financial Planner Board of Standards Certification Information

The Master of Science in Finance with a concentration in financial planning is a CFP Board-Registered Program in financial planning education. After successfully completing the Master of Science in Finance program you must register for and complete FP107: Financial Plan Development, provided by Kaplan Professional, if you wish to meet all education requirements necessary to sit for the CFP® Certification Examination.

During FP107, you will receive instruction on and review sample financial plans based on various case facts. You will then be required to complete a written financial plan, which you will present orally via a video recording.

For detailed information related to obtaining CFP® certification, you may access the CFP Board website located at: <http://www.cfp.net/>.

Program Length

The Master of Science in Finance program consists of a minimum of 56 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Decision Analysis: Use financial and other information to make and justify business decisions.
2. Risk Management and Investment Analysis: Identify financial risk and create a plan to minimize exposure.
3. Leadership: Apply financial theory to facilitate overall guidance of an organization and improve day-to-day processes including the interpretation of financial data.
4. Ethical Practices: Comply with laws, regulations, and financial principles while developing and living by a personal code of ethics.

5. Communication: Compose and report clear and accurate financial information to stakeholders.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Finance program is noted below.

Admission Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements.

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree in finance from an accredited institution or a minimum of 30 semester or 45 quarter credit hours in undergraduate coursework across the Common Professional Components (CPC) to align with Accreditation Council for Business Schools and Programs (ACBSP) accreditation standards. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

ACBSP's CPC include areas such as marketing, management, finance, economics, law, ethics, accounting, globalization, policy, IT, and statistics. If you have completed the required hours and satisfy the other program entry requirements, no additional coursework is needed to enter the master's degree program. If you do not meet this requirement, you will be required to take a Peregrine entrance exam free of charge to assess your knowledge in the CPC areas. If you do not meet the minimum scoring requirement of 50 percent on the exam, you will be required to take a leveling course, comprised of up to six modules, before being enrolled in the program. The required module(s) will be determined by the Peregrine score in each CPC area. You are responsible for the fee for each Peregrine module required.

For example, if you do not meet the undergraduate coursework requirements, and do not receive a passing score on the exam in the IT and finance areas, you would be required to take both module 2 and module 6 (bolded below) of the leveling course:

Module 1	Marketing/Management
Module 2	Finance/Economics
Module 3	Law/Ethics
Module 4	Accounting
Module 5	Globalization/Policy
Module 6	IT/Statistics

Instructions for completing the Peregrine entrance exam or modules will be provided by your Admissions Advisor.

If you are granted admission to the program and you do not have an undergraduate degree in finance, you may be required to complete additional foundational coursework, which may include MT217 Finance, MT480 Corporate Finance, and MT482 Financial Statement Analysis, pending review of the situation by the Dean. Candidates to the program must pass their prerequisite courses with a “B” or better to be admitted to the program.

If you possess a bachelor’s degree unrelated to business, management, accounting, or finance, you may be admitted with approval from the Dean of the School of Business and Information Technology. The Dean conducts evaluations on a case-by-case basis. The Dean will also identify additional required foundational coursework which must be completed prior to acceptance into the program.

If you are an international applicant, you must submit, prior to enrollment, an official college transcript evaluated for equivalency to a United States college diploma by an authorized school official, appropriate outside agency, or approved foreign credential evaluator. If you possess a bachelor’s degree unrelated to business, management, accounting, or finance, you must submit an additional course-by-course equivalency evaluation to determine whether you have already completed coursework equivalent to MT217 Finance, MT480 Corporate Finance, and MT482 Financial Statement Analysis. You are responsible for any costs incurred as a result of this service.

Progression Requirements

1. You may not use transfer credit to replace GF599 Graduate Capstone in Finance. This course must be completed at Purdue Global.
2. As a newly enrolled student, you may request to test out of GB512 Business Communications by passing a course assessment with a predetermined score. To register for a course assessment, you must contact your Student Advisor at least 1 week prior to the start of the first term. Refer to the Types of Credit (p. 25) section for additional information.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global’s programs are not designed to meet any specific state’s licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global’s Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the financial analysis concentration, you may be eligible to take the Certified Financial Analyst (CFA) certification exam.

If you complete the financial planning concentration and the FP107 course, you may be eligible to take the Certified Financial Planner™ (CFP®) Certification Examination. Certified Financial Planner Board of Standards, Inc., owns the CFP®, Certified Financial Planner™, and federally registered CFP (with flame design) in the U.S., which are awarded to individuals who successfully complete initial and ongoing certification requirements. Purdue Global does not certify individuals to use the CFP®, Certified Financial Planner™, or federally registered CFP (with flame design) marks. CFP® certification is granted solely by Certified Financial Planner Board of Standards, Inc., to individuals who, in addition to completing an educational requirement, have met its ethics, experience, and examination requirements.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
GB512	Business Communications	4
GF500	Financial Institutions and Markets	4
GF510	Risk Analysis and Management	4
GF520	Corporate Finance	4
GF530	Financial Statement Analysis	4
GF540	Investment and Securities Analysis	4
GF550	Retirement Planning	4
GF560	Fixed-Income and Futures Investing	4
GF570	Portfolio Management	4
GF599	Graduate Capstone in Finance	4
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses (see below)		16
Total Open Elective Requirements		16
TOTAL CREDITS		56

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Financial Analysis

Code	Title	Credits
GB540	Economics for Global Decision Makers	4
GF580	Ethics for Financial Professionals	4
GF581	Financial Strategies for a Global Environment	4
GF582	Statistical Methods for Decision Making	4
TOTAL CREDITS		16

Financial Planning

Code	Title	Credits
GF590	Personal Financial Planning	4
GF591	Individual Insurance Planning	4
GF592	Income Tax Planning and Strategies	4

GF593	Estate Planning	4
TOTAL CREDITS		16

Master of Science in Information Technology

Description and Outcomes

If you have a bachelor's degree in information technology, computer science, information systems, management of information systems, or a similar field of study, the Master of Science in Information Technology could help you take the next step in your career.

Concentrations

The program provides you with the option of selecting a concentration, in addition to the core curriculum requirements. The concentrations include business intelligence and analytics, information security and assurance, and project management.

Program Length

The Master of Science in Information Technology program consists of a minimum of 60 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Information Technology Leadership: Lead teams and organizations in managing information systems and their business outcomes.
2. Systems Analysis and Design: Develop efficient, effective, and secure systems solutions.
3. Information System Security: Secure an organization's digital assets and intellectual property.
4. Project Management: Manage scope, schedule, and resources to deliver quality information systems projects.
5. Ethical Practices: Evaluate information systems' legal, ethical, social, and global implications to ground decisions and optimize social outcomes.
6. Decision Analysis: Create business intelligence for use in evidence-based decision making.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Accelerated Master of Science in Information Technology Option

If you are a graduate of the University's Bachelor of Science in Information Technology or Bachelor of Science in Cybersecurity, are granted admission to the Master of Science in Information Technology, and meet the requirements for the accelerated Master of Science in Information Technology option, you may have the following courses waived:

Code	Title	Credits
IT510	System Analysis and Design	4
IT511	Information Systems Project Management	4
IT526	SQL Query Design	4
IT530	Computer Networks	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT550	Computer Forensics and Investigations	4

In order to qualify for the accelerated Master of Science in Information Technology option, you must meet the following criteria:

1. Complete your undergraduate coursework in the information technology or cybersecurity program with a minimum cumulative GPA of 3.2.
2. Complete the following courses and obtain a grade of "B" or better in each course (waiver of graduate courses noted above varies based on completion of specific courses listed below):

Code	Title	Credits
IT234	Database Concepts	5
IT262	Certified Ethical Hacking I	5
IT278	Network Administration	5
IT283	Networking with TCP/IP	5
IT286	Network Security Concepts	5
IT301	Project Management I	6
IT316	Computer Forensics	6
IT350	Advanced Database Concepts	6
IT375	Windows Enterprise Administration	6
IT395	Certified Ethical Hacking II	6
IT401	Project Management II	6
IT411	Digital Forensics	6
IT412	Information Systems Security	6
IT460	Systems Analysis and Design	6
IT484	Cybersecurity Policies	6

Progression Requirements

1. You are required to take and pass IT513 Writing and Critical Thinking for the IT Professional in your first term.
2. If you do not possess a bachelor's degree in information technology or a comparable field of study, you must take IT503 Principles of Information Technology immediately following IT513 Writing and Critical Thinking for the IT Professional in place of an IT elective.
3. You may apply to use transfer credit to replace or substitute for up to 50 percent of the program by submitting a waiver form to the Dean of the School of Business and Information Technology. A waiver will be granted conditionally, based upon an evaluation of common learning outcomes.
4. You may enroll in no more than one course per term for your first three terms. After completing your third term, you may enroll in two courses per term if your cumulative GPA is 3.5 or higher. Exceptions to this policy require the approval of the Dean of the School of Business and Information Technology or a designee.
5. If, for any reason, you are required to complete additional capstone hours during your program, you may complete them during the normal course of study or you may contact your Student Advisor to secure an extension. IT596 IT Graduate Capstone Extension Course is

taken after IT599 Master's Capstone in Information Technology and is for the specific purpose of providing a means for capstone project or thesis completion. Approval of the Dean or the Department Chair is required for enrollment in IT596 IT Graduate Capstone Extension Course. If an extension is granted, the University will not charge tuition for the extension course; however, you will be required to pay the normal technology fee.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Prerequisite Requirements ¹		
IT503	Principles of Information Technology	
Total Prerequisite Requirements		0
Core Requirements		
IT504	Managing Information Technology in a Business Environment	4
IT510	System Analysis and Design	4
IT511	Information Systems Project Management	4
IT513	Writing and Critical Thinking for the IT Professional	4
IT525	Database Design and Data Modeling	4
IT526	SQL Query Design	4
IT530	Computer Networks	4
IT540	Management of Information Security	4
IT590	Legal and Ethical Issues in IT	4
Select one of the following:		4
IT597 & IT598	Master's-Level Information Technology Internship I and Master's-Level Information Technology Internship II	

IT599	Master's Capstone in Information Technology	
Total Core Requirements		40
Open Elective Requirements		
IT Electives (see below)		20
Total Open Elective Requirements		20
TOTAL CREDITS		60

¹ Prerequisite only required for students who enter the Master of Science in Information Technology without a bachelor's degree in information technology.

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Students in this program are not required to select a concentration area.

Business Intelligence and Analytics

Code	Title	Credits
IT521	Decision Support Systems	4
IT522	Knowledge-Based Management Systems	4
IT523	Data Warehousing Design and Development	4
IT527	Foundations in Data Analytics	4
IT528	Quantitative Risk Analysis	4
TOTAL CREDITS		20

Information Security and Assurance

Code	Title	Credits
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT550	Computer Forensics and Investigations	4
IT Electives		8
TOTAL CREDITS		20

Project Management

Code	Title	Credits
GM591	Strategic Project Selection and Initiation	4
GM592	Project Planning and the Project Plan	4
GM593	Project Execution With Monitoring and Control	4
GM594	Project Closing, Ethics, and Professional Responsibilities	4
IT Elective		4
TOTAL CREDITS		20

Master of Science in Management and Leadership

Description and Outcomes

The Master of Science in Management and Leadership program focuses on helping you build specialized leadership skills in a particular discipline and is designed to prepare you to pursue managerial and executive positions in a wide range of industries. From the start of the program, courses help you develop leadership knowledge and abilities that you can apply immediately to your work life and to help advance your career. Through relevant instruction and hands-on application, you may acquire skills and understanding in decision making and day-to-day managerial functions. The curriculum encourages you to identify real-life professional challenges by building a resume of case studies and projects, hypothesizing and testing solutions, and measuring results. You will examine current concepts and effective management and organizational strategies that impact today's global marketplace.

Completion of this program may be especially beneficial if you are interested in pursuing high-level managerial opportunities in various fields such as health care administration, change leadership, project management, and government.

Concentrations

You can choose from six concentrations that are designed to help develop specific proficiencies: health care management, human resources, information technology, leadership, organizational design and development, and project management.

Society for Human Resources Management Acknowledgement

The Society for Human Resource Management (SHRM) has acknowledged that the Master of Science in Management and Leadership with a concentration in human resources fully aligns with SHRM's *HR Curriculum Guidebook and Templates*. The *HR Curriculum Guidebook and Templates* were developed by SHRM to define the minimum HR content areas that should be studied by HR students at the undergraduate and graduate levels. The guidelines—created in 2006 and revalidated in 2010 and 2013—are part of SHRM's academic initiative to define HR education standards taught in university business schools and help universities develop degree programs that follow these standards.

Program Length

The Master of Science in Management and Leadership program consists of a minimum of 56 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Develop a personal leadership and management style for diverse situations.
2. Assess the impact of theory on the practice of management.
3. Apply management best practices to effect innovative change.
4. Evaluate the ethical and social implications of business decisions in a global context.
5. Evaluate organizational decisions.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program.

You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree in business from an accredited institution or a minimum of 30 semester or 45 quarter credit hours in undergraduate coursework across the Common Professional Components (CPC) to align with Accreditation Council for Business Schools and Programs (ACBSP) accreditation standards. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

ACBSP's CPC include areas such as marketing, management, finance, economics, law, ethics, accounting, globalization, policy, IT, and statistics. If you have completed the required hours and satisfy the other program entry requirements, no additional coursework is needed to enter the master's degree program. If you do not meet this requirement, you will be required to take a Peregrine entrance exam free of charge to assess your knowledge in the CPC areas. If you do not meet the minimum scoring requirement of 50 percent on the exam, you will be required to take a leveling course, comprised of up to six modules, before being enrolled in the program. The required module(s) will be determined by the Peregrine score in each CPC area. You are responsible for the fee for each Peregrine module required.

For example, if you do not meet the undergraduate coursework requirements, and do not receive a passing score on the exam in the IT and finance areas, you would be required to take both module 2 and module 6 (bolded below) of the leveling course:

Module 1	Marketing/Management
Module 2	Finance/Economics
Module 3	Law/Ethics
Module 4	Accounting
Module 5	Globalization/Policy
Module 6	IT/Statistics

Instructions for completing the Peregrine entrance exam or modules will be provided by your Admissions Advisor.

Progression Requirements

1. You may not use transfer credit to replace GM502 Leadership Theory and Practice I, GM503 Leadership Theory and Practice II, or GM599 Applied Research Project. These courses must be completed at Purdue Global. No transfer credit may be used for any course in the project management specialization.
2. As a newly enrolled student, you may request to test out of GB512 Business Communications by passing a course assessment with a predetermined score. To register for a course assessment, you must

contact your Student Advisor at least 1 week prior to the start of the first term. Refer to the Types of Credit (p. 25) section for additional information.

- If you would like to substitute a course for one of the required core courses, you must submit a Program Option Request Form with documentation supporting the request to the Dean of the School of Business and Information Technology. The decision to approve a core course substitution request rests with the Dean or a designee and is based on an evaluation of your exposure to equivalent subject matter. Regardless of the Dean's decision, you will still have to complete the number of credit hours required for the program.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
GB512	Business Communications	4
GB520	Strategic Human Resource Management	4
GM500	Management Theories and Practices I	4
GM501	Management Theories and Practices II	4
GM502	Leadership Theory and Practice I	4
GM503	Leadership Theory and Practice II	4
GM504	Organizational Excellence and Change	4
GM505	Action Research and Consulting Skills	4
GM506	Strategic Financial Analysis	4
GM599	Applied Research Project	4
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses (see below)		16

Total Open Elective Requirements	16
TOTAL CREDITS	56

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Health Care Management

Code	Title	Credits
HA540	Health Care Operations and Quality Assessment	4
HA545	Health Policy	4
HA575	Health Care Marketing	4
PU660	International Epidemiology and Global Health	4
TOTAL CREDITS		16

Courses in this concentration are offered through the School of Health Sciences and require students to change to the 10-week calendar track upon completion of all courses in the Master of Science in Management and Leadership program.

Human Resources

Code	Title	Credits
GB541	Employment Law	4
GB542	Training and Development	4
GB545	Strategic Reward Systems	4
GB546	Recruitment and Selection	4
TOTAL CREDITS		16

This program is fully aligned with the *HR Curriculum Guidebook and Templates* of the Society for Human Resource Management.

Information Technology

Code	Title	Credits
IT503	Principles of Information Technology	4
IT504	Managing Information Technology in a Business Environment	4
Select one of the following:		4
IT510	System Analysis and Design	
IT511	Information Systems Project Management	
IT521	Decision Support Systems	
IT525	Database Design and Data Modeling	
IT527	Foundations in Data Analytics ¹	
IT530	Computer Networks	
IT540	Management of Information Security ¹	
IT590	Legal and Ethical Issues in IT	
Select one of the following:		4
IT511	Information Systems Project Management	
IT521	Decision Support Systems	
IT522	Knowledge-Based Management Systems	
IT525	Database Design and Data Modeling	
IT526	SQL Query Design	
IT527	Foundations in Data Analytics ¹	
IT528	Quantitative Risk Analysis ¹	

IT530	Computer Networks	
IT535	Advanced Network Management	
IT540	Management of Information Security ¹	
IT541	Computer and Network Security ¹	
IT590	Legal and Ethical Issues in IT	
TOTAL CREDITS		16

¹ The prerequisite IT513 Writing and Critical Thinking for the IT Professional is waived for business students who complete GB512 Business Communications.

Leadership

Code	Title	Credits
GB600	Leadership Strategies for a Changing World	4
GM543	Organization Diagnosis and Design	4
GM585	Mentoring and Coaching	4
GM586	Transformational Leadership	4
TOTAL CREDITS		16

Organizational Design and Development

Code	Title	Credits
GB542	Training and Development	4
GB600	Leadership Strategies for a Changing World	4
GM541	Foundations of Organization Development	4
GM543	Organization Diagnosis and Design	4
TOTAL CREDITS		16

Project Management

Code	Title	Credits
GM591	Strategic Project Selection and Initiation	4
GM592	Project Planning and the Project Plan	4
GM593	Project Execution With Monitoring and Control	4
GM594	Project Closing, Ethics, and Professional Responsibilities	4
TOTAL CREDITS		16

Graduate Certificate in Accounting

Description and Outcomes

The objective of the Graduate Certificate in Accounting program is to prepare you with the critical knowledge and skills to pursue mid-level accounting positions. The certificate program is designed to provide knowledge of key accounting areas including accounting and financial reporting systems, business law, auditing techniques, and cost accounting.

This certificate program could also help you prepare for the Uniform Certified Public Accountant (CPA) Examination. Refer to the Certification, State Board, and National Board Exams (p. 307) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Graduate Certificate in Accounting program consists of a minimum of 16 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Prepare financial statements for a business entity, demonstrating an understanding of generally accepted accounting principles (GAAP) and fundamental accounting theory and practice.
2. Evaluate common legal issues in a business setting, demonstrating a knowledge and understanding of business law theory and practice.
3. Assess the audit process from the planning stage through the completion of the audit, demonstrating an understanding of current audit standards and acceptable practices.
4. Evaluate cost accounting methods commonly used to measure and project business performance.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree in accounting from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you are enrolled in a School of Business and Information Technology certificate program, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the Uniform Certified Public Accountant (CPA) Examination. To sit for the CPA Exam in most states, there is an educational requirement of 150 semester hours or 225 quarter credit hours. Purdue Global has not made a determination of eligibility with respect to the licensure or certification requirements of any specific state. You may need to take additional courses at the undergraduate or graduate level to meet individual state requirements.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
AC501	Financial Accounting and Reporting	4
AC502	Regulation	4
AC503	Advanced Auditing	4
AC505	Advanced Managerial/Cost Accounting	4
Total Core Requirements		16
TOTAL CREDITS		16

Graduate Certificate in Human Resources

Description and Outcomes

The objective of the Graduate Certificate in Human Resources program is to prepare you with the critical knowledge and skills to pursue midlevel positions in human resources. The certificate program is designed to provide knowledge of key human resource areas including employment and labor law, employee training and development programs, reward systems, employee recruitment and selection, and assessment models.

This certificate program could also help you prepare for the Senior Professional in Human Resources (SPHR) certification exam. Refer to the Certification, State Board, and National Board Exams (p. 308) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Graduate Certificate in Human Resources program consists of a minimum of 16 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Assess how current theories impact real-world situations in the field of human resources.
2. Analyze currently accepted practices in human resources to create and develop professional strategies and applications.
3. Evaluate the legal and ethical implications of decision-making within the field of human resources.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

If you are enrolled in a School of Business and Information Technology certificate program, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the Senior Professional in Human Resources (SPHR) certification exam.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
GB541	Employment Law	4
GB542	Training and Development	4
GB545	Strategic Reward Systems	4
GB546	Recruitment and Selection	4
Total Core Requirements		16
TOTAL CREDITS		16

Graduate Certificate in Information Security

Description and Outcomes

The objective of the Graduate Certificate in Information Security program is to prepare you with the critical knowledge and technical skills to pursue career advancement in the information security field. The certificate program is designed to provide knowledge of key information technology areas including network security tools, computer security, penetration testing, ethical hacking, and cryptography. You will explore various types of software, such as network security tools, hacking tools, and cryptographic tools, and study to gain proficiency in these programs.

This certificate program could also help you prepare for the Certified Ethical Hacking certification exam. Refer to the Certification, State Board, and National Board Exams (p. 309) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Graduate Certificate in Information Security program consists of a minimum of 16 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Theory and Principles: Evaluate the theory, principles, and practices of information systems.
2. Decision Analysis: Assess and analyze data to arrive at logical decisions for solving complex problems.
3. System Analysis and Design: Apply appropriate technologies in the analysis and design of information systems.
4. Ethical Practices: Assess ethical, legal, and social issues within the information technology field.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree in information technology from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you enroll in a School of Business and Information Technology certificate program, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the Certified Ethical Hacking certification exam.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
IT540	Management of Information Security	4
IT541	Computer and Network Security	4
IT542	Ethical Hacking and Network Defense	4
IT543	Cryptography Concepts and Techniques	4
Total Core Requirements		16
TOTAL CREDITS		16

Graduate Certificate in Project Management

Description and Outcomes

The objective of the Graduate Certificate in Project Management program is to prepare you with the critical knowledge and skills to pursue a mid-level position in project management. The certificate program is designed to provide knowledge of key project management areas including project initiation, project planning and execution, project cost and scheduling, and project risk, quality, and assessment.

This certificate program could also help you prepare for the Project Management Professional (PMP) certification exam. Refer to the Certification, State Board, and National Board Exams (p. 310) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Graduate Certificate in Project Management program consists of a minimum of 16 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Project Selection and Initiation: Perform processes to define and obtain the authorization for a new project.
2. Project Planning: Conduct processes necessary to establish the scope of a project, refine the project objectives, and define the courses of action required to attain the objectives of the project.
3. Project Execution and Control: Conduct the required processes to complete the work defined in the project management plan to project specification while tracking, reviewing, and regulating the progress and performance of the project.
4. Project Close: Perform the necessary processes to finalize all administrative and contractual activities across process groups to finalize the project.
5. Ethics and Professional Responsibility: Demonstrate the importance of making wise decisions, particularly when faced with difficult situations where asked to compromise integrity or values.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

If you are enrolled in a School of Business and Information Technology certificate program, you will have all course-level prerequisites waived.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be eligible to take the Project Management Professional (PMP) certification exam.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
GM591	Strategic Project Selection and Initiation	4
GM592	Project Planning and the Project Plan	4
GM593	Project Execution With Monitoring and Control	4
GM594	Project Closing, Ethics, and Professional Responsibilities	4
Total Core Requirements		16
TOTAL CREDITS		16

School of Education in the College of Social and Behavioral Sciences

Mission Statement

The School of Education at Purdue Global is committed to developing leaders in education through its focus on constant learning and reflection, ongoing improvement of professional practice, and making meaningful contributions to the lives of learners. Critical thinking, clear communication, and informed decision making are the cornerstones of our flexible, adaptive approach to education.

General Policies

Progression Requirements

International Applicants

If you completed your university education abroad, you must have earned an equivalent, recognized baccalaureate degree. International transcripts submitted to the School of Education must be evaluated by one of the approved agencies listed by the National Association of Credential Evaluation Services on the following website: <http://www.naces.org/members.htm>. Official evaluated transcripts must be received by Purdue Global before you can enroll in a program.

Criminal Background Check Policy

Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18).

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Alabama Students

State authorization to provide a program related to the preparation of teachers or other P–12 school/system personnel does not indicate eligibility for an Alabama certificate. Applicants for an Alabama certificate based on reciprocity must meet Alabama's test requirements and submit a valid, renewable professional educator certificate/license

issued by another state at the degree level, grade level, and in the teaching field or area of instructional support for which an Alabama certificate is sought and for which Alabama issues a certificate. Applicants for Alabama certification in an area of administration must also document at least 3 years of full-time employment as an administrator in a P–12 school system(s).

Website: <http://www.alsde.edu>

Tennessee Students

Specific School of Education master's degrees are not recognized for initial licensure in Tennessee and cannot be used to add endorsement areas to a Tennessee license. Potential students are strongly encouraged to confirm salary rating and license renewal policies with their school district and/or state department, when applicable.

Benefits for Tennessee K–12 teachers enrolled in the Master of Science in Education or the Master of Science in Education's educational leadership concentration include:

- Salary increase and/or licensure renewal¹
- Career advancement, i.e., those completing the educational leadership concentration may gain the necessary leadership knowledge and skills to be eligible for a department chair or other nonlicensure administrative role

Benefits for career changers enrolled in the Master of Arts in Teaching's noncertification track include:

- Increased confidence in the classroom while working with adolescents in current role
- Greater preparation for state pedagogy exams and state-approved certification programs
- Salary increase¹

Benefits of the Master of Science in Instructional Design and Technology include:

- Entry into a career as an instructional designer or instructional technologist
- Ability to fine-tune skills related to design, development, and evaluation of instructional programs, materials, and media

¹ Check with your school district and/or the Tennessee Department of Education prior to enrollment.

Programs

Master of Arts in Teaching

The Master of Arts in Teaching program is designed to help you become proficient in nine program competencies, which are based upon national and state professional standards for beginning teachers. Each course requires you to gain knowledge and experience in relation to one or more of the program competencies.

View Program Detail (p. 313)

Master of Science in Education

If you are a current or former prekindergarten through 12th grade teacher, the Master of Science in Education program and its curriculum could provide you with the knowledge and practical experience that meet nationally recognized standards for such a degree. This is an advanced

teacher preparation program in which all coursework contains job-embedded assignments and, therefore, requires you to teach a consistent group of learners. Courses teach you to consider how to most effectively promote student learning and development and school achievement, and demonstrate your understanding of the program's four knowledge goals: diverse learners, academic content and pedagogy, assessment, and professional responsibilities and relationships.

[View Program Detail \(p. 316\)](#)

Master of Science in Instructional Design and Technology

The Master of Science in Instructional Design and Technology focuses on design, development, and evaluation of educational and informational programs and instructional materials. The specialization options allow you to focus your studies on learning environments appropriate to K–12 contexts, higher education, or corporate, nonprofit, government, and military education and training environments.

[View Program Detail \(p. 318\)](#)

Master of Science in Educational Psychology

The Master of Science in Educational Psychology program is designed to prepare you to pursue professions in educational, instructional, and governmental institutions. You will focus on developing the knowledge and skills to guide improvement of educational programs and practices.

[View Program Detail \(p. 320\)](#)

Master of Science in Higher Education

The Master of Science in Higher Education program is designed to prepare you to pursue higher education professions or enhance your current higher education career. Courses help you develop knowledge and skills and build a solid basis for professional practice.

[View Program Detail \(p. 322\)](#)

Master of Arts in Teaching

Description and Outcomes

The Master of Arts in Teaching program is designed to help you become proficient in nine program competencies, which are based upon national and state professional standards for beginning teachers. Each course requires you to gain knowledge and experience in relation to one or more of the program competencies.

Note: the Master of Arts in Teaching is not available in all states. Refer to the State Approvals (p. 7) section for details.

Tracks of Study

You will have the opportunity to pursue either an Iowa certification or noncertification track of study.

The Iowa certification track is designed for professionals either living in the state of Iowa or in close enough proximity to be able to conduct weekly field experiences at an Iowa school. If you are interested in becoming a certified teacher in grades 5 through 12, this program may be for you. You will have the option of completing student teaching as the program's culminating teaching experience. Refer to the Progression Requirements (p. 314) section for details. Upon successful completion of all program, graduation, and student teaching requirements, you will be recommended for Iowa licensure.

The noncertification track is designed for professionals from all 50 states, except Iowa, and abroad who desire a fundamental understanding of secondary teaching practices. This track does not include field experiences or student teaching and, therefore, will not lead to a teaching license. This track is also not an advanced teacher preparation track; therefore, if any of the following apply to you, you will not be eligible to enroll:

- If you have ever held a prekindergarten through 12th grade teaching license; or
- If you are currently or have ever been the Teacher of Record/Classroom Teacher

If you would like to become a certified teacher on your own, you should:

- Consider one of our state-approved teacher certification programs.
- Ask your University representative about our partnership with American Board.
- Use our certification map to find one of your state's alternative certification programs: <https://www.purdueglobal.edu/degree-programs/education/teacher-certification-requirements/>. You must check your state's undergraduate transcript requirements to ensure eligibility, as many alternative certification programs require transcripts from regionally accredited institutions only.

Purdue Global cannot recommend candidates outside of specific approved states for licensure.

Refer to the Certification, State Board, and National Board Exams (p. 315) section for important program disclosure information.

Program Length

The Iowa certification track consists of a minimum of 54 quarter credit hours; the noncertification track consists of a minimum of 45 quarter

credit hours. Upon successful completion of the program, you will be awarded a master of arts degree.

Program Outcomes

1. Graduates will explain how students learn and develop, and support student academic growth through developmentally appropriate learning experiences.
2. Graduates will plan and provide equitable learning opportunities for all students and create instructional opportunities to meet the needs of diverse students.
3. Graduates will plan instruction based upon knowledge of subject matter, students, curriculum goals, research-based strategies, and the school/community context.
4. Graduates will select and implement effective communication techniques and instructional technology to enrich student learning and academic performance.
5. Graduates will integrate understandings of individual and group motivation and behavior to establish and manage a positive learning environment that supports inquiry and active engagement in learning.
6. Graduates will select and implement appropriate formal and informal assessment strategies to evaluate and ensure students' continuous academic, social, and physical development including the facilitation of transition for students with exceptional learning needs.
7. Graduates will pursue and integrate new personal and professional knowledge, contribute to the knowledge base of the profession, and display ethical and professional behavior.
8. Graduates will develop a habit of reflection through which they continually evaluate the effects of their choices and actions on students, parents/caregivers, and other professionals in the learning community.
9. Graduates will foster positive relationships with colleagues, school administrators, other professionals, parents/caregivers, and community agencies to support student learning.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you enroll in one of the following Master of Arts in Teaching programs, you must submit an unofficial transcript indicating receipt of a bachelor's degree from a college or university accredited by a regional accrediting body recognized by the U.S. Department of Education. You must submit an official copy to the Office of the Registrar by the last day of the first term.

- Master of Arts in Teaching Iowa certification track

- Master of Arts in Teaching Classroom Pathways Bundle (South Carolina only)

To enroll in the Master of Arts in Teaching's noncertification track, you:

- Must not hold or ever have held a prekindergarten through 12th grade teaching license; or
- Cannot be a current or former Teacher of Record/ Classroom Teacher.

Iowa Certification Track

1. You must submit official undergraduate degree transcripts from a regionally accredited college or university.
2. You must submit a dispositions self-assessment.
3. You must meet content area requirements specified by the Iowa Board of Educational Examiners, including the completion of the minimum amount of semester hours in your chosen content area, e.g., Biology 5–12 and Business 5–12. Prior to enrollment, you must obtain a transcript analysis from Purdue Global that shows you have met the minimum content hours in the teaching endorsement area. Admission to the program will be approved by the Dean of the School of Education.
4. You must provide proof of passing a background check.
5. You must provide proof of completion of a minimum of 10 hours of clinical experience in an Iowa secondary school, verified on the Preprofessional Clinical Experience form.
6. Prior to enrollment, you must submit official passing scores on required Core Academic Skills for Educators and Praxis II tests via the Educational Testing Service (ETS). Purdue Global's ETS recipient code for Praxis test results is 5340. Score reports should be sent directly to the University by ETS.

Praxis Core Academic Skills for Educators

You will be required to pass the following basic skills exams:

- Core Academic Skills for Educators—Reading (#5712)
- Core Academic Skills for Educators—Writing (#5722)
- Core Academic Skills for Educators—Mathematics (#5732)

If you have taken the Graduate Record Examination (GRE) revised General Test within the past 5 years, you may be exempt from submitting passing Praxis Core Academic Skills for Educators scores. Minimum scores on each section are as follows: 146 (Verbal), 144 (Quantitative), and 3.0 (Analytical Writing). The Dean reviews qualified scores on a case-by-case basis.

Praxis II

The state of Iowa requires that you pass two Praxis II exams: a content exam (Subject Assessment) specific to your approved endorsement area and a pedagogy exam (Principles of Learning and Teaching—Grades 7-12).

Subject Assessments Exam: You must pass the Praxis II: Subject Assessment exam for your area of endorsement and submit scores to Purdue Global prior to admission.

Principles of Learning and Teaching (PLT) Exam: You must pass the appropriate PLT exam and submit scores to Purdue Global prior to being recommended for licensure.

Details on minimum scores and required exams can be found at the Educational Testing Service's website: <http://www.ets.org/praxis/ia/>

requirements/. Purdue Global's ETS recipient code for both exams is 5340.

Master of Arts in Teaching Classroom Pathways Bundle

The Master of Arts in Teaching Classroom Pathways Bundle is an enrollment package that combines Purdue Global's Master of Arts in Teaching noncertification track with the American Board for Certification of Teacher Excellence (American Board) Plus+ Program. American Board's Plus+ Program is a state-approved route to teacher certification in several states. The Dean will provide a current list of states. Prior to enrolling, you must confirm your eligibility for a state alternative certification program. You are also encouraged to confirm costs, deadlines, and continuing requirements with American Board.

Progression Requirements

1. The grade of "C" is the minimum acceptable score for courses in the Master of Arts in Teaching program. If you earn a grade of "F" in a course, you must immediately retake the course. You may only take a course twice and must earn the required grade of "C" or higher. Failure to earn the required grade will result in dismissal from Purdue Global after the second attempt.
2. You will be placed on immediate probation if your cumulative GPA has fallen below 3.0.
3. You can enroll in no more than one course per term without written permission from the Dean of the School of Education.
4. You may not transfer credits to the Master of Science in Education program, except for ED503 Educational Psychology. Other exceptions may be approved by the Dean of the School of Education on an individual basis.
5. Courses can be transferred between the Master of Arts in Teaching program's Iowa certification and noncertification tracks upon approval by the Dean of the School of Education.

Iowa Certification Track

1. You must meet content area requirements specified by the Iowa Board of Educational Examiners, including the completion of the minimum amount of semester hours in your chosen content area, e.g., Biology 5–12 and Business 5–12. Prior to enrollment, you must obtain a transcript analysis from Purdue Global that shows you have met the minimum content hours in the teaching endorsement area. Admission to the program will be approved by the Dean of the School of Education.
2. You must provide proof of passing a background check.
3. You must provide proof of completion of a minimum of 10 hours of clinical experience in an Iowa secondary school, verified on the Preprofessional Clinical Experience form.
4. Prior to enrollment, you must submit official passing scores on required Core Academic Skills for Educators and Praxis II tests via the Educational Testing Service (ETS). Purdue Global's ETS recipient code for Praxis test results is 5340. Score reports should be sent directly to the University by ETS.

Praxis Core Academic Skills for Educators

You will be required to pass the following basic skills exams:

- Core Academic Skills for Educators—Reading (#5712)
- Core Academic Skills for Educators—Writing (#5722)
- Core Academic Skills for Educators—Mathematics (#5732)

If you have taken the Graduate Record Examination (GRE) revised General Test within the past 5 years, you may be exempt from submitting passing

Praxis Core Academic Skills for Educators scores. Minimum scores on each section are as follows: 146 (Verbal), 144 (Quantitative), and 3.0 (Analytical Writing). The Dean reviews qualified scores on a case-by-case basis.

Graduation Requirements

You must meet the following graduation requirements in addition to Purdue Global's general requirements (p. 286):

You must successfully complete the E-Portfolio prior to graduation. In addition, if you are enrolled in the Iowa certification track, you must successfully complete the student teaching requirements and may need to complete additional requirements mandated by the state of Iowa to be recommended for Iowa certification.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon successful completion of the Iowa certification track, you will be recommended to the Iowa Board of Educational Examiners for Iowa licensure. Purdue Global cannot recommend candidates who complete the noncertification track for licensure. To review additional eligibility requirements for the state of Iowa, please visit <http://www.boee.iowa.gov/require.html>.

The Master of Arts in Teaching program and curriculum are designed to provide you with the background and practical experience that meet nationally recognized standards for such a degree. However, individual state licensing or certification requirements vary and may change from time to time. Thus, the University makes no representations or warranties as to whether the program meets the specific educational licensing or certification requirements for any individual state except for Iowa. If you are enrolled in the noncertification track and are interested in state certification, you are encouraged to independently research the requirements in any state in which you intend to seek licensure or certification. Purdue Global's Master of Arts in Teaching program is not accredited by the National Council for the Accreditation of Teacher Education (NCATE) or the Council for the Accreditation of Educator

Preparation (CAEP), which may be a requirement of certification or licensure in some states.

Degree Plan Program Requirements Iowa Certification Track

Code	Title	Credits
Core Requirements		
ED503	Educational Psychology	4
ED511	Teaching Methods Through Differentiated Instruction	4
ED513	Child and Adolescent Development	4
ED521	Reading in the Content Areas	4
ED523	Research on Effective Teaching	4
ED531	Secondary Student Assessment	4
ED533	Perspectives on Diversity	4
ED543	Education and Psychology of Exceptional Children	4
ED553	History and Philosophy of Education	4
ED581	Secondary Classroom Management	4
ED596	Student Teaching/Internship I	5
ED597	Student Teaching/Internship II	5
Methods Course (select one of the following):		4
ED561	Methods of Teaching Secondary Science	
ED559	Teaching Methods in Secondary Business	
Total Core Requirements		54
TOTAL CREDITS		54

Noncertification Track

Code	Title	Credits
Core Requirements		
ED503	Educational Psychology	4
ED511	Teaching Methods Through Differentiated Instruction	4
ED513	Child and Adolescent Development	4
ED521	Reading in the Content Areas	4
ED523	Research on Effective Teaching	4
ED531	Secondary Student Assessment	4
ED533	Perspectives on Diversity	4
ED543	Education and Psychology of Exceptional Children	4
ED552	Educational Leadership	5
ED553	History and Philosophy of Education	4
ED581	Secondary Classroom Management	4
Total Core Requirements		45
TOTAL CREDITS		45

Master of Science in Education

Description and Outcomes

If you are a current or former prekindergarten through 12th grade teacher, the Master of Science in Education program and its curriculum could provide you with the knowledge and practical experience that meet nationally recognized standards for such a degree. This is an advanced teacher preparation program in which all coursework contains job-embedded assignments and, therefore, requires you to teach a consistent group of learners. Your Admissions Advisor can assist you with finding a consistent group of learners. If you do not have a consistent group of learners to apply theory to practice, you will not be eligible to enroll. Courses teach you to consider how to most effectively promote student learning and development and school achievement, and demonstrate your understanding of the program's four knowledge goals: diverse learners, academic content and pedagogy, assessment, and professional responsibilities and relationships. The program is also designed to help you become proficient in five program competencies (outcomes), which are based upon national and professional standards for practicing teachers.

Refer to the Certification, State Board, and National Board Exams (p. 316) section for important program disclosure information.

Note: the Master of Science in Education is not available in all states. Refer to the State Approvals (p. 7) section for details.

Concentrations

You will focus on a concentration in educational leadership as part of the leadership track or choose from two standard concentrations: teaching literacy and language or teaching students with special needs.

Program Length

The Master of Science in Education program consists of a minimum of 46 or 54 quarter credit hours, depending on your choice of concentration. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Graduates are committed to students and their learning.
2. Graduates know the subjects they teach and how to teach those subjects to students.
3. Graduates are responsible for managing and monitoring student learning.
4. Graduates think systematically about their practice and learn from experience.
5. Graduates are members of learning communities.

Educational Leadership Outcomes

1. Evaluate school contexts with attention to relevant theory, philosophy, sociocultural perspectives, legal, and research-based best practices.
2. Design safe, efficient, and effective operating plans for school budget, operations, curriculum, and staff management.
3. Demonstrate an adaptability of strategic approach to leadership that respects cultural diversity and is informed by the needs of the school community.
4. Adhere to ethical standards in all school leadership activities.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admission Requirements

To enroll in the Master of Science in Education program, you:

1. Must submit an unofficial transcript indicating receipt of a bachelor's degree from a college or university accredited by a regional accrediting body recognized by the U.S. Department of Education. You must submit an official copy to the Office of the Registrar by the last day of the first term.
2. Must be a current or former prekindergarten through 12th grade teacher.
3. For verification purposes, you must submit one of the following items:
 - a. A copy of your prekindergarten through 12th grade teaching license (current or expired)
 - b. A copy of your teaching contract showing evidence of employment as a prekindergarten through 12th grade Teacher of Record/Classroom Teacher
 - c. On school letterhead, a letter from the principal at the school of your employ that clearly designates you as the Teacher of Record/Classroom Teacher

Progression Requirements

1. The grade of "C" is the minimum acceptable grade for courses in the Master of Science in Education program. If you earn a grade of "F" in a course, you are required to immediately retake the course. You may only take a course twice and must earn the required grade of "C" or higher. Failure to earn the required grade will result in dismissal from Purdue Global after the second attempt.
2. You will be placed on immediate probation if your cumulative GPA has fallen below 3.0.
3. You can enroll in no more than one course per term without written permission from the Dean of the School of Education.
4. You may not use transfer credit to replace ED512 Action Research I or ED572 Advanced Action Research without written permission from the Dean of the School of Education. You must complete these courses at Purdue Global.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly

listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Individual state and school system requirements vary and may change from time to time. Thus, Purdue Global makes no representations or warranties as to whether programs meet the specific requirements for any individual state or school system for certification or pay increase purposes. You are encouraged to independently research the requirements in any state or school system in which you intend to seek certification or a pay increase.

Degree Plan

Program Requirements

Standard Concentration Track

Code	Title	Credits
Core Requirements		
ED502	Transforming Teaching Practice	4
ED512	Action Research I	5
ED522	Classroom Management	5
ED532	Curriculum Design	5
ED552	Educational Leadership	5
ED562	Student Assessment	5
ED572	Advanced Action Research	5
Total Core Requirements		34
Open Elective Requirements		
Concentration Courses (see below)		12
Total Open Elective Requirements		12
TOTAL CREDITS		46

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Teaching Literacy and Language

Code	Title	Credits
LT504	Reading Diagnosis and Remediation	4
LT516	Reading and Writing Across the Curriculum	4
LT520	Approaches to Literacy	4
TOTAL CREDITS		12

Teaching Students with Special Needs

Code	Title	Credits
SN501	Teaching Exceptional Students in Inclusive Settings	4
SN502	Teaching Students With Learning Disabilities	4
SN503	Teaching Students With Behavioral Disorders	4
TOTAL CREDITS		12

Program Requirements

Educational Leader Concentration Track

Code	Title	Credits
Core Requirements		
ED502	Transforming Teaching Practice	4
ED503	Educational Psychology	4
ED512	Action Research I	5
ED522	Classroom Management	5
ED532	Curriculum Design	5
ED533	Perspectives on Diversity	4
ED552	Educational Leadership	5
ED562	Student Assessment	5
Total Core Requirements		37
Open Elective Requirements		
Concentration Requirements - Educational Leadership		
ER502	The Principalship	5
ER504	Management of Resources	4
ER506	Legal Issues in Education	4
ER508	Supervision and Instructional Leadership	4
Total Open Elective Requirements		17
TOTAL CREDITS		54

Master of Science in Instructional Design and Technology

Description and Outcomes

The Master of Science in Instructional Design and Technology program is designed to provide the knowledge, skills, and practical experience to help you meet nationally recognized standards for excellence. The Master of Science in Instructional Design and Technology focuses on design, development, and evaluation of educational and informational programs and instructional materials. The specialization options allow you to focus your studies on learning environments appropriate to K–12 or adult contexts. The program incorporates active, applied learning experiences that help you master the technical, pedagogical, and project and program management skills to successfully develop and implement engaging learning experiences.

The Master of Science in Instructional Design and Technology program is designed to help you develop proficiency in four program outcomes that are based on nationally recognized competencies, standards, and performance statements. In addition, the program is designed to prepare you to serve in a variety of career capacities, such as an instructional designer, curriculum developer or coordinator, trainer, learning and development specialist or manager, project manager, or instructional technology specialist, in educational institutions or corporate, nonprofit, government, or military organizations. The program could also help you develop practical competencies in instructional technology design and tools, pedagogy, and management that could apply to a wide variety of careers, beyond those listed here.

Note: the Master of Science in Instructional Design and Technology is not available in all states. Refer to State Approvals (p. 7) section for details.

Concentrations

In addition to the core curriculum courses, you will choose one of two concentrations: K–12 or adults. The adults concentration is appropriate for those interested in opportunities in corporate, military, or nonprofit environments. Both of the concentrations are designed to expose you to the unique characteristics of each of these different contexts. Effective March 22, 2017, the K-12 concentration is not accepting enrollments.

Program Length

The Master of Science in Instructional Design and Technology program consists of 50 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Design, develop, and implement instructional materials and solutions that both integrate learning technology and align with learning outcomes.
2. Analyze learning contexts to develop appropriate, workable instructional solutions.
3. Plan, manage, lead, and evaluate instructional design and technology projects and programs.
4. Apply current research and theory to the practice of instructional design and learning technology integration.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program.

You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

You can enroll in no more than one course per term without written permission from the Dean of the School of Education.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
IX500	Foundations of Instructional Technology	5
IX510	Instructional Design	5
IX520	Needs Assessment and Evaluation in Education and Training	5
IX540	Research Methods for Education and Instructional Technology	5
IX550	Project Management and Implementation in Education and Training	5
Total Core Requirements		25
Open Elective Requirements		
Concentration Courses (see below)		25

Total Open Elective Requirements	25
TOTAL CREDITS	50

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

K-12

(Not Available for Enrollment Effective 3/22/17)

Code	Title	Credits
ED503	Educational Psychology	4
ET503	Using Technology - Applications in the Content Areas	4
IX560	Instructional Technologies Infrastructure	6
IX562	Technology Enhanced Learning Environments - K-12	6
IX570	Design of Online Instruction in K-12 Environments	5
TOTAL CREDITS		25

Adults

Code	Title	Credits
HE521	Teaching Adult Learners	5
IX535	Developing Instructional Materials	5
IX536	Design and Development Tools	5
IX542	Multimedia Development and Implementation	5
IX565	Design of Learning Environments	5
TOTAL CREDITS		25

Master of Science in Educational Psychology

Description and Outcomes

The Master of Science in Educational Psychology program is designed to prepare you to pursue professions in educational, instructional, and governmental institutions. You will focus on developing the knowledge and skills to guide improvement of educational programs and practices.

Many educational, instructional, and governmental institutions are becoming increasingly dependent on educational psychologists who are equipped with the knowledge and expertise to develop, implement, and evaluate instructional programs. In order to keep programs competitive, maintain educational quality, and improve learning, these organizations may also seek professionals trained in new and improved instructional techniques, technologies, educational trends, and learning behaviors. The Master of Science in Educational Psychology is not focused on the clinical practice of school psychologists and does not lead to licensure or certification. The goal of the program is to help you develop competencies to evaluate and recommend improvements in educational programs, student learning, and instruction. If you are interested in pursuing a career as a psychometrician, program evaluator, or school consultant, this degree could be an asset.

Note: the Master of Science in Educational Psychology is not available in all states. Refer to the State Approvals (p. 7) section for details.

Program Length

The Master of Science in Educational Psychology program consists of a minimum of 52 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Select research design and methodologies that effectively address needs, processes, and outcomes in program evaluation.
2. Apply knowledge and skills to the creation of educational and psychological interventions that promote academic performance and social-emotional behavior.
3. Integrate reasonable adaptations to educational policies, practices, and accommodations to create equivalent learning environments and experiences for diverse populations.
4. Design effective educational programs and interventions by integrating learning theory and psychological principles.
5. Demonstrate basic knowledge of the interaction between educational technology and academic outcomes.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Master of Science in Educational Psychology is not focused on the clinical practice of school psychologists and does not lead to licensure or certification in any state.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
ED503	Educational Psychology	4
ED533	Perspectives on Diversity	4
HE559	Quantitative Methods and Instruments for Assessment	5
IX540	Research Methods for Education and Instructional Technology	5
PS506	Life Span Development	5
PS515	Learning and Behavior	5
PS520	Neuropsychology	5
PS530	Cognitive Psychology	5
Total Core Requirements		38
Open Elective Requirements		
Concentration Courses (see below)		14
Total Open Elective Requirements		14
TOTAL CREDITS		52

Students enrolled in the Master of Science in Educational Psychology must change to the 10-week calendar track upon completion of all 6-week track education coursework.

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Master of Science in Educational Psychology

Code	Title	Credits
ED553	History and Philosophy of Education	4
ED555	Learning Theories	5
PS505	Testing, Measurement, and Assessment	5
TOTAL CREDITS		14

Master of Science in Higher Education

Description and Outcomes

The Master of Science in Higher Education program is designed to prepare you to pursue higher education professions or enhance your current higher education career. Courses help you develop knowledge and skills and build a solid basis for professional practice. The program is designed to help you pursue positions in a wide range of postsecondary educational settings including universities, 4-year colleges, community colleges, private colleges and universities, and various credit and noncredit technical colleges and schools.

Concentrations

To help further your career goals, you can customize your degree by selecting one of three concentrations: college administration and leadership, college teaching, or student affairs.

The student affairs concentration offers you the opportunity to gain hands-on experience through a 120-hour internship experience. This concentration addresses specific standards of the Council for the Advancement of Standards in Higher Education (CAS) for graduate programs in student affairs and the standards of the Professional Preparation Commission of the American College Personnel Association (ACPA).

Program Length

The Master of Science in Higher Education program consists of a minimum of 50 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Research Methods and Evaluation: Apply research methodology in designing and evaluating research studies in higher education.
2. Organizational Behavior and Governance: Apply theories and principles of organizational behavior, governance, and leadership to operations within the profession of higher education.
3. Assessment: Integrate assessment theory and methods along with the institutional mission, values, goals, and objectives to evaluate specific higher education programs.
4. Ethics, Law, and Regulatory Compliance: Apply appropriate policies and practices using a range of ethical values, legal principles, and regulatory standards to the practices of the higher education community.
5. Professional Practice: Contribute to the profession by making reasoned decisions informed by historical underpinnings and relevant theory in the performance of service and engaging in applied scholarship.
6. Finance: Make reasoned financial decisions that maximize efficiency and efficacy of a broad range of resources available within higher education.
7. Diversity/Multiculturalism: Assess cultural, individual, and role differences of various constituent and stakeholder groups that constitute the entire higher education community.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your

academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Upon enrollment in the program, you must declare your choice of concentration. During the course of the program, you may change concentrations; however, previously completed courses may not transfer to the new course of study.

Progression Requirements

1. You can enroll in no more than one course per term without written permission from the Dean of the School of Education.
2. If you are enrolled in the student affairs concentration, you must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information.

You are required to complete a 120-hour internship experience at one site as part of the student affairs concentration. This concentration meets the standards of the Council for the Advancement of Standards in Higher Education (CAS) for graduate programs in student affairs and the standards of the Professional Preparation Commission of the American College Personnel Association (ACPA).

Prior to beginning your internship experience, you are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the Clinical Placement Team to determine your exact responsibilities and process for site selection.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare

you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Most institutions require individuals teaching at the collegiate level to have the minimum of either a master's degree in their teaching field or a master's degree in college teaching and 18 semester hours (27 quarter credit hours) of graduate coursework in their teaching field. Please note that college teaching requirements vary by institution and program. You are responsible for verifying the requirements to teach in any program or institution of interest.

Alabama Students

State authorization to provide a program related to the preparation of teachers or other P–12 school/system personnel does not indicate eligibility for an Alabama certificate. Applicants for an Alabama certificate based on reciprocity must meet Alabama's test requirements and submit a valid, renewable professional educator certificate/license issued by another state at the degree level, grade level, and in the teaching field or area of instructional support for which an Alabama certificate is sought and for which Alabama issues a certificate. Applicants for Alabama certification in an area of administration must also document at least 3 years of full-time employment as an administrator in a P–12 school system(s).

Website: www.alsde.edu (<https://www.alsde.edu>)

Kentucky Students

Please be advised that this program is NOT accredited in Kentucky by the Education Professional Standards Board and is NOT recognized for initial, additional, or renewal of certification or salary enhancement (rank change) for P-12 educators in Kentucky. For more information, please visit the Education Professional Standards Board's website at www.epsb.ky.gov (<http://www.epsb.ky.gov>).

Tennessee Students

Specific School of Education master's degrees are not recognized for initial licensure in Tennessee and cannot be used to add endorsement areas to a Tennessee license. Potential students are strongly encouraged to confirm salary rating and license renewal policies with their school district and/or state department, when applicable.

Benefits for Tennessee K–12 teachers enrolled in the Master of Science in Education or the Master of Science in Education's educational leadership concentration may include:

- Salary increase and/or licensure renewal¹
- Career advancement, i.e., those completing the educational leadership concentration may gain the necessary leadership knowledge and skills to be eligible for a department chair or other nonlicensure administrative role

Benefits for career changers enrolled in the Master of Arts in Teaching's noncertification track may include:

- Increased confidence in the classroom while working with adolescents in current role
- Greater preparation for state pedagogy exams and state-approved certification programs

- Salary increase¹

Benefits of the Master of Science in Instructional Design and Technology may include:

- Entry into a career as an instructional designer or instructional technologist
- Ability to fine-tune skills related to design, development, and evaluation of instructional programs, materials, and media

¹ Check with your school district and/or the Tennessee Department of Education prior to enrollment.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
HE510	Foundations of Higher Education	5
HE520	Higher Education Laws and Regulations	5
HE530	Higher Education Organization and Governance	5
HE540	Multiculturalism and Diversity in Higher Education	5
HE550	Higher Education Finance	5
IX540	Research Methods for Education and Instructional Technology	5
Total Core Requirements		30
Concentration Requirements		
Concentration Courses (see below)		20
Total Concentration Requirements		20
TOTAL CREDITS		50

Concentration Requirements College Administration and Leadership

Code	Title	Credits
HE511	Departmental and Divisional Leadership	5
HE513	Institutional Research and Strategic Planning	5
HE515	Educational Program Assessment	5
HE543	Assessment of Online Learning Programs	5
TOTAL CREDITS		20

Student Affairs

Code	Title	Credits
HE551	Student Affairs Foundation and Philosophy	5
HE553	Current Issues in Student Affairs in Higher Education	5
HE555	Student Affairs Administration in Ground and Virtual Environments	5
HE594	Student Affairs Internship	5
TOTAL CREDITS		20

College Teaching

Code	Title	Credits
HE521	Teaching Adult Learners	5
HE523	Curriculum Design and Implementation	5
HE525	Student Learning Assessment Methods	5
HE545	Teaching and Learning Online	5
TOTAL CREDITS		20

School of Health Sciences

Mission Statement

The School of Health Sciences is committed to preparing our students to become contributing members of the rapidly evolving health professions and the communities they serve. The knowledge, skills, and abilities gained through the health sciences programs prepare students to become effective and professional communicators, analytical problem solvers, and to embrace the challenges of a diverse community. The curriculum combines these skills with industry-specific standards that enable graduates to excel in this honorable field of service.

General Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

International Students

If you are an international student, you cannot enroll in a School of Health Sciences program that requires a clinical placement without prior approval of the Dean. In addition, you must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information. A second background check will be required prior to fieldwork. You are responsible for the cost of the background check.

Accelerated Master's Degree Options

If you are a graduate of a School of Health Sciences bachelor's degree program, are granted admission to a School of Health Sciences master's degree program, and meet the requirements for the associated accelerated option, you may transfer in up to five graduate-level courses completed as part of the undergraduate program and will matriculate into a shortened version of the master's degree program.

Progression Requirements

Online Programs With a Required Clinical, Externship, or Practicum Experience

1. In the event that the University is unable to schedule you into the required externship, practicum, or clinical experience, there may be a delay between the time you end classes and begin the externship, practicum, or clinical experience. In this case, the Dean of the School of Health Sciences may grant an administrative leave of absence.
2. At the discretion of the University, externship, practicum, or clinical sites may be secured outside of your immediate residential area. You will be responsible for costs associated with transportation to the externship, practicum, or clinical site.
3. In the event that you have not met preclinical placement requirements, a one-term clinical leave of absence may be granted. The Clinical Placement Team must approve the request for a clinical leave of absence.
4. If you fail to meet the requirements of an arranged clinical placement after two attempts, you will be withdrawn from your academic program at the end of the current term.

Oregon Health Professions Requirements

Effective July 1, 2014, students completing certain types of clinical training in the state of Oregon are required to complete a standardized

set of administrative requirements prior to beginning the clinical experience. These requirements include, but are not limited to, immunizations, screenings, and trainings listed by the Oregon Health Authority. Students are responsible for the costs associated with completion of these requirements. Additional information can be found on the Oregon Health Authority website. Health sciences and nursing students should work with the Clinical Placement Team to determine what requirements will need to be completed.

Programs

Master of Health Care Administration

The Master of Health Care Administration program could prepare you to pursue a variety of career opportunities within the health care industry. Core curriculum topics include: health care administration; organizational development; leadership; health care finance and economics, law, and statistics; human resources; health care operations and quality assessment; health policy, ethics, and marketing; health information management; and community health assessment.

[View Program Details \(p. 327\)](#)

Master of Health Informatics

In this program, you will study how to use health informatics to support data-driven improvements in clinical, financial, and public health outcomes. The program includes graduate-level courses on health informatics, health information systems, public policy, laws and legal issues, clinical taxonomies, data analysis, analytics and optimization, project management, organizational development, leadership, innovation, and research.

[View Program Details \(p. 329\)](#)

Master of Health Information Management

In this program, you will study how to manage health information to support data-driven improvements in clinical, financial, and public health outcomes. The program includes graduate-level courses on senior-level health information management; global health information systems design, selection, implementation, support, and maintenance; epidemiology; quality indicators; systems testing and evaluation; privacy; and decision support and outcome analysis.

[View Program Details \(p. 330\)](#)

Master of Public Health

The Master of Public Health curriculum is designed to provide you with core knowledge and skills in the foundational areas of public health. The program focuses on the public health core knowledge areas and practical skills to prepare you to enter the public health field.

[View Program Details \(p. 331\)](#)

Master of Science in Health Education

The Master of Science in Health Education program helps prepare you to pursue a variety of career opportunities within the health education and promotion industry. You will study concepts, values, research methods, and applications that could help you prepare for leadership positions in

health education organizations at the local, state, regional, and national levels.

[View Program Details \(p. 333\)](#)

Master of Health Care Administration

Description and Outcomes

The Master of Health Care Administration program could prepare you to pursue a variety of career opportunities within the health care industry. The program's curriculum is designed to satisfy your intellectual curiosity by building on your current knowledge and skills. In addition, you will study overall concepts, values, research methods, and applications that could assist you as you prepare for leadership positions in health care administration within local, state, or federal government or in private industry. Core curriculum topics include: health care administration; organizational development; leadership; health care finance and economics, law, and statistics; human resources; health care operations and quality assessment; health policy, ethics, and marketing; health information management; and community health assessment.

Courses teach you to apply principles of health care administration in order to develop administrative, ethical, and professional skills that may enable you to pursue leadership positions in the expanding field of health care administration. If you already hold a leadership position, you may use this degree to refine, apply, and improve managerial and leadership skills.

The Master of Health Care Administration program also assesses your acquisition of competencies at the conclusion of the program via the submission of a comprehensive project. The program is designed to help you better prepare to meet the dynamic challenges of the field today and in the future.

Program Length

The Master of Health Care Administration program consists of a minimum of 52 quarter credit hours. Upon successful completion of the program, you will be awarded the Master of Health Care Administration degree.

Program Outcomes

1. Health Care Theory: Compare theoretical health care principles essential to leadership positions in the health care industry.
2. Health Care Management: Design effective strategies based on concepts of leadership and management within health care administration.
3. Health Care Standards: Assess the impact economics, ethics, professional standards, and the law have on health care administration.
4. Health Care Policy: Develop health policies and programs to address health care needs in the industry.
5. Health Care Finance: Analyze statistical and financial methods in order to evaluate health care practices.
6. Health Care Leadership: Assess the value of diverse leadership theory in order to integrate innovative solutions as a health care leader.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

You will be withdrawn from the program if unable to successfully complete HA599 Master's Capstone in Health Care Administration on the second attempt.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
HA510	Organizational Development for Health Care	4
HA515	Leadership in Health Care	4
HA520	Health Care Financial Management	4
HA525	Health Law	4
HA530	Human Resources for Health Care Managers	4
HA535	Health Care Statistics	4
HA540	Health Care Operations and Quality Assessment	4
HA545	Health Policy	4
HA560	Community Health Assessment	4
HA565	Health Information Management and Assessment	4
HA570	Health Care Ethics	4

HA575	Health Care Marketing	4
HA599	Master's Capstone in Health Care Administration	4
Total Core Requirements		52
TOTAL CREDITS		52

Master of Health Informatics

Description and Outcomes

The Master of Health Informatics program is designed to prepare you for a career in health informatics. Based on various global health information management markets, the program incorporates an interprofessional approach to the curriculum through collaborative work.

You will study how to use health informatics to support data-driven improvements in clinical, financial, and public health outcomes.

The program includes graduate-level courses on health informatics, health information systems, public policy, laws and legal issues, clinical taxonomies, data analysis, analytics and optimization, project management, organizational development, leadership, innovation, and research.

Program Length

The Master of Health Informatics program consists of a minimum of 48 quarter credit hours. Upon successful completion of the program, you will be awarded the Master of Health Informatics degree.

Program Outcomes

1. Health Informatics Management: Design effective business strategies based on concepts of leadership and management within health informatics.
2. Health Informatics Standards: Assess the impact of economics, ethics, professional standards, and the law on health informatics.
3. Health Informatics Policy: Develop health policies and procedures to address health informatics needs in the industry.
4. Health Informatics Finance: Evaluate health information systems based upon statistical and financial models.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 325) and the Policy Information (p. 286) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or

professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
HA515	Leadership in Health Care	4
HA535	Health Care Statistics	4
HI501	Health Informatics	4
HI510	Health Information Systems	4
HI530	Clinical Terminologies and Medical Vocabularies	4
HI540	Project Management of Health Information Systems	4
HI560	Health Care Data Analysis	4
HI570	Legal and Ethical Issues in Health Information	4
HI580	Information Systems and Technology Management	4
PU535	Public Health Biology	4
PU650	Infectious Disease Epidemiology	4
HI595	Master's Capstone in Health Informatics	4
Total Core Requirements		48
TOTAL CREDITS		48

Master of Health Information Management

Description and Outcomes

The Master of Health Information Management is designed to prepare you for a career in senior-level health information management. Based on various global health information management markets, the program incorporates an interprofessional approach to the curriculum through collaborative work.

You will study how to manage health information to support data-driven improvements in clinical, financial, and public health outcomes. The program includes graduate-level courses on senior-level health information management, global health information systems design, selection, implementation, support, and maintenance, epidemiology, quality indicators, systems testing and evaluation, privacy, and decision support and outcome analysis.

Program Length

The Master of Health Information Management program consists of a minimum of 48 quarter credit hours. Upon successful completion of the program, you will be awarded the Master of Health Information Management degree.

Program Outcomes

1. Health Information Management: Design effective business strategies based on concepts of leadership and management within health information.
2. Health Information Standards: Assess the impact of economics, ethics, professional standards, and the law on health information.
3. Health Information Policy: Develop health policies and procedures to address health information needs in the industry.
4. Health Information Finance: Evaluate health information systems based upon statistical and financial models.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to school-specific policies (p. 325) and the Policy Information (p. 286) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If

certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
HA515	Leadership in Health Care	4
HA520	Health Care Financial Management	4
HA530	Human Resources for Health Care Managers	4
HA535	Health Care Statistics	4
HI510	Health Information Systems	4
HI530	Clinical Terminologies and Medical Vocabularies	4
HI540	Project Management of Health Information Systems	4
HI550	Organizational Development and Management for Health Information	4
HI560	Health Care Data Analysis	4
HI570	Legal and Ethical Issues in Health Information	4
HI599	Master's Capstone in Health Information Management	4
Total Core Requirements		44
Open Elective Requirements		
Open Elective		4
Total Open Elective Requirements		4
TOTAL CREDITS		48

Master of Public Health

Description and Outcomes

Public health professionals are concerned with the health of a population—populations as large as several countries (i.e., international) and as small as a local neighborhood. Public health efforts involve improving population health by implementing health education programs, researching disease or injury as it relates to groups and/or geography, and promoting healthy lifestyles. Professionals in the public health field also develop health policy and legislation, manage health services and facilities, and serve as a consultant on health initiatives. The Master of Public Health program could prepare you to pursue a variety of career opportunities in the public health field and private industries.

The Master of Public Health curriculum is designed to provide you with core knowledge and skills in the foundational areas of public health. The program focuses on the public health core knowledge areas and practical skills to prepare you to enter the public health field. In addition, you will study concepts, values, research methods, and applications that could assist you as you prepare for a leadership or administrative career in public health within local, state, or federal governments as well as private industries. Core curriculum topics include: biostatistics, epidemiology, environmental health sciences, health services administration, and social and behavioral sciences. Courses teach you to apply principles of public health to real-world situations and develop administrative, ethical, and professional skills. These skills may help you pursue leadership positions in the expanding field of population health.

You will have the opportunity to select elective courses in a variety of special topics, and may choose courses that closely align to your interests within the field of public health.

In addition, you will solidify your skills through the completion of a capstone project. The project entails analyzing, evaluating, and synthesizing public health constructs within a real-world issue or scenario, without the use of human research participants. As the final course in the program, the capstone experience allows you to demonstrate readiness to enter the public health workforce.

Fieldwork Experience

You could build practical experience and strengthen your resume through fieldwork opportunities that provide onsite training. You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the Clinical Placement Team to determine your exact responsibilities and process for site selection.

Program Length

The Master of Public Health program consists of a minimum of 56 quarter credit hours. Upon successful completion of the program, you will be awarded the Master of Public Health degree.

Program Outcomes

1. Demonstrate an evidence-based approach to public health practice.
2. Leverage fundamental epidemiological concepts in addressing population health problems.
3. Appraise current and relevant health issues and policy.

4. Implement leadership, administrative, and communication skills through planning, organization, administration, and evaluation of public health programs and processes.
5. Evaluate concepts and methods of social and behavioral sciences relevant to the identification and solution of public health problems.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

You must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information.

Progression Requirements

1. You must complete an additional background check prior to beginning the externship experience. In addition, externship sites may require you to provide immunization and health records. Purdue Global does not require submission of immunization and health records; however, if an externship site requires such records, you are responsible for providing the required documentation to your chosen site.
2. If you are a graduate of a medical, osteopathic, naturopathic, or chiropractic program from an accredited university and hold the MD, DO, ND, or DC degree, you may receive a block transfer of 28 quarter credits into the Master of Public Health program. The block transfer will fulfill the 16 quarter credit major electives category and the following courses:

Code	Title	Credits
HA535	Health Care Statistics	4
PU520	Principles of Epidemiology	4
PU535	Public Health Biology	4

To receive credit, by the end of the first term an official transcript must be received from your doctoral degree-granting institution. Transcripts received after the end of the first term may be denied eligibility for an official transfer credit evaluation.

3. You may not use transfer credits to replace PU550 Public Health Leadership and Administration. This course must be completed at Purdue Global.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental

certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
HA535	Health Care Statistics	4
PU500	Foundations in Public Health	4
PU505	Health Behavior	4
PU520	Principles of Epidemiology	4
PU530	Environmental Health	4
PU535	Public Health Biology	4
PU550	Public Health Leadership and Administration	4
PU680	Practical Skills in Public Health I	4
PU690	Practical Skills in Public Health II	4
PU699	Master of Public Health Capstone	4
Total Core Requirements		40
Open Elective Requirements		
Public Health Electives		16
Total Open Elective Requirements		16
TOTAL CREDITS		56

Master of Science in Health Education

Description and Outcomes

The Master of Science in Health Education program helps prepare you to pursue a variety of career opportunities within the health education and promotion industry. The curriculum is designed to provide you with content knowledge and skills in the broad areas of public health education and community health. Additionally, you will study concepts, values, research methods, and applications that could help you prepare for leadership positions within health services organizations.

The curriculum has been designed to train you to meet the demands of the health education and public health workforce. You will receive training in the seven areas of responsibility for health education specialists—as identified by the National Commission for Health Education Credentialing, Inc. (NCHEC). Through successful completion of the program, you will learn how to plan, develop, implement, evaluate, and lead health programs to improve the lives of a community, advocate for change within society or an organization, and communicate health marketing efforts to engage underserved populations. Since the discipline of health education/promotion is a narrow field of study within public health, you will also study the foundational knowledge areas of public health, in addition to the health education specialty. The fundamental knowledge areas of public health include health data statistical analysis, epidemiology (i.e., study of diseases within populations), environmental health (i.e., biological, physical, and chemical factors affecting community health), health services administration, and the social/behavioral sciences (i.e., study of human behaviors related to public health). Through successful completion of the program, you will learn how to leverage a health system or organization to accomplish program goals through critical thinking and creative problem solving.

The program's pedagogical approach considers all degree candidates as future leaders within an organization and the health industry. The curriculum uses multiple approaches to teach the skills used by health professionals, with an emphasis on standard deliverables required by most health organizations. The curriculum ensures that graduates are prepared for the various positions within a career's trajectory.

Fieldwork Experience

You could build practical experience and strengthen your resume through fieldwork opportunities that provide onsite training. You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the Clinical Placement Team to determine your exact responsibilities and process for site selection.

Program Length

The Master of Science in Health Education program consists of a minimum of 56 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Knowledge Base: Exhibit a sound foundational knowledge of the major concepts, theoretical perspectives, and historical trends in health education and health promotion.
2. Application: Employ the concepts, principles, and methods of health education in designing and analyzing health education programs.

3. Research Methods and Critical Thinking Skills: Design and critique research in health education programming.
4. Global Awareness: Communicate an understanding of multicultural literacy in the fields of health education and wellness promotion.
5. Ethics and Professionalism: Support the professional standards outlined in the Health Education Code of Ethics through leadership and community stewardship.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

You are required to have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18).

Progressions Requirements

You must complete an additional background check prior to beginning the externship experience. In addition, externship sites may require you to provide immunization and health records. Purdue Global does not require submission of immunization and health records; however, if an externship site requires such records, you are responsible for providing the required documentation to your chosen site.

You may not use transfer credits to replace PU550 Public Health Leadership and Administration. This course must be completed at Purdue Global.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon

program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
HA530	Human Resources for Health Care Managers	4
HA535	Health Care Statistics	4
HA560	Community Health Assessment	4
HD625	Health Education Design, Implementation, and Administration	4
PU500	Foundations in Public Health	4
PU505	Health Behavior	4
PU520	Principles of Epidemiology	4
PU530	Environmental Health	4
PU550	Public Health Leadership and Administration	4
PU610	Public Health Program Development	4
PU630	Health Education and Communication	4
PU680	Practical Skills in Public Health I	4
PU690	Practical Skills in Public Health II	4
HD599	Master's Capstone in Health Education	4
Total Core Requirements		56
TOTAL CREDITS		56

School of Nursing

Mission Statement

The Purdue Global School of Nursing mission is to prepare and develop a diverse population of undergraduate and graduate nursing students to launch, enhance, and change health care careers that contribute to the art and science of nursing. Our faculty are practitioners and scholars who provide a state-of-the-art education within an innovative and accessible learning environment. Our programs build student knowledge and confidence to transform health care. Graduates are prepared to effectively address health care priorities in local, national, and global settings with enriched professional attributes in evidence-based practice and scholarship, critical thinking, leadership, interprofessional communication, and lifelong learning.

General Policies

Policy information specific to the School of Nursing's graduate programs is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements. Refer to the program-specific policy pages for additional admissions requirements.

If applying for admission, you must:

1. Have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18).
The state of Iowa requires that criminal background checks include information from the Iowa Department of Human Services relating to child abuse and dependent adult abuse. If you reside in Iowa, you must authorize the University to obtain this information.
2. Submit documentation of a current, unencumbered license to practice as a registered nurse in at least one U.S. state or provide evidence of a license comparable to a U.S. registered nurse license from the nation, province, or region where you are employed as a nurse. Proof of foreign licensure must be submitted at the time of enrollment. The University will verify the authenticity of all submitted foreign nursing licenses.

Requirements for Graduates of Foreign Nursing Programs

If you graduated from a foreign nursing program, you must submit an official course-by-course evaluation of your nursing program to a foreign credential evaluation service. The foreign credential evaluation must be received by the Office of the Registrar prior to enrollment. The evaluation must be completed by an approved agency listed by the National Association of Credential Evaluation Services at <http://www.naces.org/members.htm> or by another service approved by Purdue Global.

Progression Requirements

1. To begin the clinical or practicum placement process, you must complete an orientation to the clinical process. In addition, you are required to submit an application no less than 3 months prior to beginning a 500/600-level clinical or practicum course. All required documentation must be submitted, reviewed, and approved by the School of Nursing to obtain approval to register for a practicum or clinical course. Incomplete or incorrect documentation will delay

registration. A list of required documents may be obtained from the School of Nursing.

Your final grade for any practicum, clinical, or practice experience course (500-800 level) is determined by successful completion of both the didactic and experiential components of the course. Failure of either the didactic or experiential component will result in failure of the entire course.

2. The grade of "C" is the minimum acceptable grade for graduate courses and the grade of "B" is the minimum acceptable grade for graduate nurse practitioner clinical courses. You may only take a course twice; failure to achieve the required grade will result in dismissal from Purdue Global with the second attempt.
3. The University may require you to submit to a drug/chemical substance test at any time during the course of the program if there is evidence of impaired behavior that may pose a risk to patients, other students, or the education program. The requirement to submit to a drug/chemical substance test is based on an assessment of behavior that reflects possible drug use and/or impairment. You must provide a valid, verifiable, current prescription and evidence of appropriate medical supervision for medications that may affect your academic or clinical performance during the nursing program. If you refuse the test, the University will assume you are using drugs/alcohol, which is considered a conduct violation.

State laws may permit the use of marijuana for medicinal or recreational use; however, federal laws prohibit the use, possession, and/or cultivation of marijuana at educational institutions that are recipients of federal funds. You will be required to undergo drug testing according to the Purdue Global School of Nursing Drug Screening Policy. Any student testing positive for marijuana or derivatives will not be allowed continued enrollment in the nursing program.

Graduation Requirements

In addition to Purdue Global's general requirements (p. 286), you must successfully complete the clinical, practicum, or practice experience requirements for your selected program. You will be graded for both the didactic and the experiential components of this course. Failure of either the didactic or the experiential components will result in failure of the course.

Programs

Doctor of Nursing Practice

The Doctor of Nursing Practice is designed to prepare nursing leaders to practice at the highest level of professional nursing practice.

[View Program Details \(p. 337\)](#)

Master of Science in Nursing

The Master of Science in Nursing program is designed to build on previous nursing education and clinical experience, prepare you to pursue advanced practice in a variety of health care settings, and lay a foundation to pursue doctoral education. The overall purpose of the master's degree program is to provide graduate education for advanced nursing roles that respond to the needs of individuals, families, and communities.

[View Program Details \(p. 341\)](#)

Master of Science in Nursing—DNP Path

Enrollment in this degree plan is limited to those who apply to the Doctor of Nursing Practice program and possess a bachelor's degree with an upper-level major in nursing as their highest nursing degree. Successful completion of the Master of Science in Nursing—DNP Path is required to move on to the Doctor of Nursing Practice.

[View Program Details \(p. 347\)](#)

Adult-Gerontology Primary Care Nurse Practitioner Certificate

If you are a registered nurse interested in expanding your knowledge as it relates to the role of the adult-gerontology nurse practitioner, consider the Adult-Gerontology Primary Care Nurse Practitioner Certificate program. This certificate program is designed to educate you on the topics of how to promote and provide primary care as a member of an interdisciplinary team and how to improve the availability of evidence-based, culturally relevant health care in diverse communities.

[View Program Details \(p. 351\)](#)

Executive Leader Graduate Certificate

If you are a registered nurse interested in expanding your knowledge of nursing administration to better meet the challenges within the health care environment, the Executive Leader Graduate Certificate program could help you pursue your professional goals. This certificate program allows you to build on your master's degree in nursing by completing six courses focused on nursing administration, including practicum and capstone courses.

[View Program Details \(p. 354\)](#)

Family Nurse Practitioner, Primary Care Certificate

If you are a registered nurse interested in expanding your knowledge as it relates to the role of the family nurse practitioner, consider the Family Nurse Practitioner, Primary Care Certificate program. This certificate program is designed to educate you on the topics of how to best deliver care as a member of an interdisciplinary team and how to improve the availability of evidence-based, culturally relevant health care in diverse communities.

[View Program Details \(p. 356\)](#)

Nurse Educator Graduate Certificate

If you are a registered nurse interested in expanding your knowledge of nursing education, consider the Nurse Educator Graduate Certificate program. This certificate program allows you to build on your master's degree in nursing by completing nine courses focused on nursing education, including practicum and capstone courses.

[View Program Details \(p. 359\)](#)

Doctor of Nursing Practice

Description and Outcomes

The Doctor of Nursing Practice (DNP) is a practice-focused terminal nursing degree and is an alternative to research-focused doctoral programs. DNP graduates are prepared to take leadership roles in a variety of settings with a focus on improving health care systems and patient outcomes. In our rapidly evolving and complex health care environment, the demand for nurses with DNP preparation has never been greater.

Our Program

We accept applicants with a CCNE-, ACEN-, or CNEA-accredited Master of Science in Nursing with an advanced nursing practice specialty as defined by the American Association of Colleges of Nursing. Direct care advanced practice registered nurse (APRN) specialties are nurse practitioner, clinical nurse specialist, nurse anesthetist, and nurse midwife. Indirect care advanced practice specialties are roles such as nursing administration, informatics, health policy, and population health. Applicants with other Master of Science in Nursing degrees are reviewed on a case-by-case basis.

Purdue Global is deeply committed to supporting our students and recognizes that nurses are exceptionally busy with multiple demands. The DNP program at Purdue Global is delivered online and you complete practice experiences and a DNP project at a health care setting of your choice. You will have a DNP Faculty Mentor who provides guidance, mentorship, and support throughout the program and during the DNP practice experience and project.

Our DNP program is based on the AACN's *Essentials of Doctoral Education for Advanced Nursing Practice* (2004). It is designed to prepare nurses to practice at the highest level of nursing, analyze data and scientific research to improve nursing practice, provide organizational and system leadership to continuously improve quality of health care and foster interprofessional collaboration, and evaluate ethical, legal, and social factors in shaping and developing health policies.

Refer to the Certification, State Board, and National Board Exams (p. 339) section for important program disclosure information.

Note: the Doctor of Nursing Practice program is not available in all states. Refer to the State Approvals (p. 7) section for details.

Practice Experiences

The practice experience will occur in a facility site you select in consultation with your DNP Faculty Mentor. One thousand (1,000) postbaccalaureate practice hours are required for DNP degree completion.

Degree Plans

If you successfully completed the Master of Science in Nursing—DNP Path at Purdue Global, you will complete the standard DNP degree plan. You may also be eligible for this degree plan if you previously completed a CCNE-, ACEN-, or CNEA-accredited Master of Science in Nursing at another institution. The standard degree plan consists of a minimum of 48 quarter credit hours, depending on your prior degree.

Effective May 18, 2016, the Post-Master of Science in Nursing degree plans are not available. You may pursue a post-master's certificate before applying to the Doctor of Nursing Practice standard degree plan.

Please see requirements for the Executive Leader Graduate Certificate, Nurse Educator Graduate Certificate, Adult-Gerontology Primary Care Nurse Practitioner Certificate, or Family Nurse Practitioner, Primary Care Certificate.

Program Length

The Doctor of Nursing Practice program consists of a minimum of 48 quarter credit hours, depending on your prior degree. Upon successful completion of the program, you will be awarded a doctorate degree.

Program Outcomes

Upon graduation, Purdue Global DNP-prepared nurses will be prepared to:

1. Scientific Underpinnings for Practice: Integrate nursing science with other disciplines and use science-based theories and concepts to develop and evaluate new practice approaches to improve health care delivery.
2. Organizational and Systems Leadership for Quality Improvement and Systems Thinking: Develop and evaluate health care delivery approaches to meet current and future health needs, ensure accountability and patient safety, and evaluate effective strategies for managing ethical dilemmas.
3. Clinical Scholarship and Analytical Methods for Evidence-Based Practice: Utilize analytical methods to critically appraise existing literature, design and implement studies, apply relevant findings to practice, use technology to improve research methods, and disseminate findings from evidence-based practice and research to improve health care outcomes.
4. Information Systems/Technology and Patient Care Technology for the Improvement and Transformation of Health Care: Leverage information technology to evaluate programs and improve outcomes of care.
5. Health Care Policy for Advocacy in Health Care: Model leadership in the critical evaluation of health care policy, development of policy at all levels, and advocacy for justice and ethics in all health care arenas.
6. Interprofessional Collaboration for Improving Patient and Population Health Outcomes: Apply the methods of effective team leadership, be prepared to play a central role in establishing interprofessional teams, participate in the work of the team, and assume team leadership when appropriate.
7. Clinical Prevention and Population Health for Improving the Nation's Health: Engage in leadership to integrate and institutionalize evidence-based clinical prevention and population health services for individuals, aggregates, and populations.
8. Advanced Nursing Practice: Demonstrate refined levels of clinical judgment, systems thinking, and accountability in designing, delivering, and evaluating health care.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Doctor of Nursing Practice program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you are an international applicant, you are not eligible to enroll in this program due to practice experience requirements.

Upon acceptance to the Doctor of Nursing Practice program, you will be placed in a degree plan relevant to your prior learning.

If you previously withdrew or were dismissed from the Doctor of Nursing Practice program, you must wait a minimum of 6 months from the official date of withdrawal to reapply for admission. Contact the Office of Returning Students for more information. Acceptance of returning students is at the discretion of the School of Nursing.

Requirements for Graduates of a Bachelor's Degree Program

If a bachelor's degree with an upper-level major in nursing is the highest nursing degree you have attained, you will enroll in the Master of Science in Nursing—DNP Path program and earn a master's degree before continuing on to the Doctor of Nursing Practice program. Refer to the Admissions Requirements (p. 347) for the Master of Science in Nursing—DNP Path for additional information.

Requirements for Graduates of a Master's Degree Program

If a master's degree with an upper-level major in nursing is the highest nursing degree you have attained, to apply you must:

1. Complete an informational interview with an Admissions Advisor.
2. Successfully complete an interview with School of Nursing faculty.
3. Submit transcripts indicating the total number of student clinical or practicum hours completed or a letter from the prior institution verifying the total number of hours completed. A maximum of 500 supervised clinical or practicum hours may be accepted from your prior education. If you graduated from an advanced practice registered nurse (APRN) program, earned certification in an advanced practice role, and are currently practicing as an APRN, you must submit proof of certification and/or advanced practice licensure prior to your interview with faculty.
4. Submit the following documents at least 4 weeks prior to the desired start date:
 - a. An unofficial transcript indicating completion of a master's degree with an upper-level major in nursing and a cumulative GPA of 3.0 or higher from a program accredited by CCNE, ACEN, or CNEA. If accepted to the program, you must provide the University with an official copy of the transcript prior to the end of the first term. Refer to the First-Term Responsibilities (p. 20) section for additional information.
 - b. An unofficial transcript indicating completion of a graduate-level statistics course and a nursing research course with a grade of "B" or better. If you have not completed these courses as part of your master's degree in nursing, if admitted to the program,

you may take MN 504: Scientific and Analytic Approaches to Advanced Evidence-Based Practice in the first term.

- c. A current, professional resume or curriculum vitae (CV) that verifies you have worked a minimum of 1,000 clinical hours as a registered nurse.
- d. Two letters of reference from professional and/or academic contacts indicating academic ability, personal character, and professional competency.
- e. A personal statement of no more than 500 words

Progression Requirements

1. If you are unable to complete your DNP scholarly project within the normal course of study, you may contact your DNP Faculty Mentor to secure an extension. The purpose of the extension is to provide you with additional time to complete the DNP project. Approval of the Dean's designee is required. If granted, you will enroll in DN820A DNP Extension Course. DN820A DNP Extension Course is taken after DN823 DNP Project Dissemination and is for the specific purpose of providing a means for the project completion. The University will not charge tuition for the extension course; however, you will be required to pay the normal technology fee.
2. Failure to successfully complete a practice experience portion of a course will result in failure of the entire course.
3. You must complete your practice experiences as assigned in the curriculum and in settings that have been approved by your DNP Faculty Mentor. You are responsible for arranging and paying for your own transportation, housing, and availability to attend the practice experience.
4. Some facilities may require additional documentation, as necessary, to comply with specific federal, state, and/or the facility's own requirements for nursing student candidates. If your practice site needs additional documentation, such as a criminal background check or affiliation agreement, your DNP Faculty Mentor will assist you in obtaining documentation in collaboration with the Clinical Placement Team. Failure to submit appropriate documentation to participate in clinical experiences by the required date will result in you being unable to register for the clinical or practicum course.
5. You are expected to conduct yourself in a professional manner and maintain a safe environment. If a faculty member and/or agency consider you to be in violation of either one of these requirements, you may be removed from the practice experience setting and may receive a failing grade for the course if the course outcomes are not met. Unprofessional and/or unsafe practices will be reviewed by the administrative staff as needed.
6. You must successfully complete IRB training, and IRB approval is required for the development of your DNP scholarly project. The DNP Faculty Mentor will assist with IRB matters.
7. You may not receive transfer credit for any 700- or 800-level course.

Graduation Requirements

You must meet Purdue Global's general requirements (p. 286). Additionally, the Doctor of Nursing Practice (DNP) requires a minimum of 1,000 postbaccalaureate supervised practice hours. The DNP faculty will review prior coursework to determine the appropriate number of hours to complete at the DNP level.

You will be required to complete a minimum of 48 quarter credit hours in the DNP program, which includes over 500 supervised practice hours. Degree plans are outlined with up to 60 quarter credit hours required at the 700-800 level, which accounts for 12 quarter credit hours of DNP

practice experience that you may be required to complete in order to satisfy the 1,000-hour postbaccalaureate minimum. Part or all of the independent study requirements for practice hours can be waived from your degree, at the discretion of your Academic Department Chair or Dean, depending on the number of practice hours you are required to complete. Waivers will be submitted through your Student Advisor.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Doctor of Nursing Practice was not designed for initial certification and licensure for advanced practice registered nurse roles. If you intend to pursue certification as an advanced practice registered nurse, you must verify the requirements for certification and licensing with your state board of nursing.

Upon completion of the program, you may be prepared to sit for the Nurse Executive or the Nurse Executive, Advanced certification examinations (depending on the level of leadership with your organization) provided by the American Nurses Credentialing Center, or may be eligible for the American Organization of Nurse Executives Certified in Executive Nursing Practice certification.

Degree Plan

Program Requirements

Standard DNP

Code	Title	Credits
Core Requirements		
DN703	Scientific Foundations for Practice Doctorate	5
DN713	Epidemiology and Social Determinants of Population Health	5
DN723	DNP Project - Analytic Methods and Project Proposal	5

DN733	Ethics, Policy, and Advocacy for Population Health	5
DN743	Clinical Decision Making for Practice Doctorate	5
DN753	Transforming the Health Care Organization	5
DN803	DNP Project Development - Data-Driven Decision Making	6
DN813	DNP Project Implementation and Evaluation	6
DN823	DNP Project Dissemination	6
Independent Study Courses (if required) ¹		0-12
Total Core Requirements		48-60
TOTAL CREDITS		48-60

¹ The actual number of credits required for graduation may range from 48 to 60 credits depending on the number of supervised practice hours you bring into the program at the time of enrollment. Independent study options are available for those students who need additional coursework to achieve a minimum of 1,000 hours of postbaccalaureate practice as part of a supervised academic program prior to graduation. Please reference the graduation requirements for the Doctor of Nursing practice.

Post-Master of Science in Nursing

(Not Available for Enrollment Effective May 18, 2016)

Code	Title	Credits
Core Requirements		
DN703	Scientific Foundations for Practice Doctorate	5
DN713	Epidemiology and Social Determinants of Population Health	5
DN723	DNP Project - Analytic Methods and Project Proposal	5
DN733	Ethics, Policy, and Advocacy for Population Health	5
DN743	Clinical Decision Making for Practice Doctorate	5
DN753	Transforming the Health Care Organization	5
DN803	DNP Project Development - Data-Driven Decision Making	6
DN813	DNP Project Implementation and Evaluation	6
DN823	DNP Project Dissemination	6
Total Core Requirements		48
Specialized Pathway Requirements		
Population Focus Area or Concentration Courses (see below)		33-60
Total Specialized Pathway Requirements		33-60
TOTAL CREDITS		81-108

Concentration Requirements

Adult-Gerontology Primary Care Nurse Practitioner Population Focus Area

(Not Available for Enrollment Effective May 18, 2016)

Code	Title	Credits
Specialized Pathway Requirements		
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5

MN552	Advanced Health Assessment and Diagnostic Reasoning	5	MN514	Human Resources Management	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5	MN515	Innovation in Health Care Information Technology - Administrative and Advanced Practice Priorities	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5	MN520	Executive Leader Practicum	5
MN572	AGNP I - Primary Care of the Adolescent and Adult	5	MN600	Evidence-Based Practice Project	5
MN573	AGNP I Clinical - Adolescent and Adult Focus	5	Independent Study Courses (if required) ¹		3-12
MN576	NP I - Primary Care of Women's Health	5	Total Specialized Pathway Requirements		33-42
MN577	NP II Clinical - Women's Health Focus	5	TOTAL CREDITS		33-42
MN584	AGNP II - Primary Care of the Frail Elderly	5			
MN585	AGNP II Clinical - Frail Elderly Focus	5			
MN605	Transition to Practice	5			
MN610	NP III Clinical - Primary Care Focus	5			
Total Specialized Pathway Requirements		60			
TOTAL CREDITS		60			

¹ The actual number of credits required for graduation may range from 78 to 90 credits depending on the number of supervised practice hours you bring into the program at the time of enrollment. Independent study options are available for those students who need additional coursework to achieve a minimum of 1,000 hours of postbaccalaureate practice as part of a supervised academic program prior to graduation. Please reference the graduation requirements for the Doctor of Nursing practice.

Family Nurse Practitioner, Primary Care Population Focus Area

(Not Available for Enrollment Effective May 18, 2016)

Code	Title	Credits
Specialized Pathway Requirements		
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5
MN568	FNP I - Primary Care Across the Life Span	5
MN569	FNP I Clinical - Life Span Health Focus	5
MN576	NP I - Primary Care of Women's Health	5
MN577	NP II Clinical - Women's Health Focus	5
MN580	FNP II - Primary Care of Children and Adolescents Health	5
MN581	FNP II Clinical - Children and Adolescent Health Focus	5
MN605	Transition to Practice	5
MN610	NP III Clinical - Primary Care Focus	5
Total Specialized Pathway Requirements		60
TOTAL CREDITS		60

Executive Leader Concentration

(Not Available for Enrollment Effective May 18, 2016)

Code	Title	Credits
Specialized Pathway Requirements		
MN512	Leadership, Organizational Theory, and Behavior	5
MN513	Health Care Finance, Strategic Planning, and Budgeting	5

Master of Science in Nursing

Description and Outcomes

The Master of Science in Nursing program is designed to build on previous nursing education and clinical experience, prepare you to pursue advanced practice in a variety of health care settings, and lay a foundation to pursue doctoral education. The overall purpose of the master's degree program is to provide graduate education for advanced nursing roles that respond to the needs of individuals, families, and communities.

The program of study includes completion of the core curriculum, concentration or population focus area courses, and an evidence-based project proposal. The core courses focus on the acquisition of a theoretical base in nursing, evidence-based decision making, health policy, financing and organization of the health care delivery system, advanced practice issues, ethics, health promotion and disease prevention, and biostatistics.

ExcelTrack Option

The ExcelTrack option for the Master of Science in Nursing's core courses is designed to allow students with applicable skills, professional experience, and self-direction the option to accelerate their pace toward earning their degree. Students will take all modules related to the master course outcomes. All modules will be taken in sequential order. To determine if ExcelTrack is a good fit for you, speak to your advisor. For more information on the policies governing ExcelTrack programs, see the academic policy (p. 6) section of the catalog.

Concentrations and Population Focus Areas

You will choose from concentrations and population focus areas designed to provide further knowledge in your chosen specialty and your specific advanced role: nurse educator, executive leader, informatics, family nurse practitioner, primary care, adult-gerontology primary care nurse practitioner, or adult-gerontology acute care nurse practitioner. Refer to the Certification, State Board, and National Board Exams (p. 344) section for important program disclosure information.

The nurse educator concentration prepares nurses to address health care problems in a variety of settings. Learn to effectively teach patients and their families, provide staff development programs, evaluate the effectiveness of educational programs, and instruct undergraduate nursing students through the application of advanced nursing knowledge, learning theories, and curricular development and instructional design techniques. The nurse educator concentration contributes to the preparation for the National League for Nursing's Certified Nurse Educator (CNE) examination and/or the American Nurses Credentialing Center's (ANCC) Nursing Professional Development board certification examination.

The executive leader concentration is designed to prepare you to pursue managerial positions and leadership roles in hospitals, community health, long-term care facilities, and other health care systems. Upon graduation, you may be prepared to sit for the Nurse Executive or the Nurse Executive, Advanced certification examinations (depending on the level of leadership with your organization) provided by the American Nurses Credentialing Center.

The informatics concentration is designed to prepare you to meet the clinical, educational, research, and administrative challenges associated with working in a technology-rich environment. This concentration

focuses on content and the representation of data and information, and incorporates computer, information literacy, and management competencies. Upon graduation, you may be prepared to use technology and information systems to advance evidence-based research and to pursue informatics leadership roles in health care, industry, and education settings. In addition, you may be eligible to sit for the American Nurses Credentialing Center's Informatics Nursing certification examination. Effective June 7, 2017, the informatics concentration is not accepting enrollments.

The family and adult-gerontology primary care nurse practitioner population focus areas are designed to educate you on the topics of how to best provide primary care as a member of an interprofessional team and improve the availability of evidence-based, culturally relevant health care in diverse communities. The curriculum helps you develop the skills to evaluate the health and wellness of individuals, families, and their communities. The nurse practitioner is expected to possess skills in diagnosing, treating, and managing acute and chronic health conditions, to deliver primary and preventive care, and to participate in the development of appropriate policy and evidence-based practice.

The adult-gerontology acute care nurse practitioner population focus area is designed to prepare registered nurses as practitioners for professional practice in the medical, surgical, and critical care management of acutely ill adult patient populations. Graduates may expect to practice in acute and complex care settings in roles such as a hospitalist in a medical-surgical unit or an intensivist in a general or specialty critical care unit. Adult-gerontology acute care nurse practitioners function within the interprofessional acute care team providing direct care management including diagnosis and treatment planning.

Note: the Master of Science in Nursing program's adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, and family nurse practitioner, primary care population focus areas are not available in all states. Refer to the State Approvals (p. 7) section for details.

Practicum and Clinical Practice Experiences

If you choose the executive leader, nurse educator, or informatics concentration, you will complete a clinical or practicum experience designed to provide the opportunity for application of theoretical knowledge while working with a mentor. The practicum experience occurs in a facility you select in consultation with the Clinical Placement Team.

If you choose the adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, or family nurse practitioner, primary care population focus area, you will complete a series of clinical practice sessions designed to provide the opportunity for application of theoretical knowledge while working with a designated, qualified preceptor. The clinical practice experience occurs in a facility or clinical site you select in consultation with the faculty and the Clinical Placement Team. Additionally, the adult-gerontology acute care nurse practitioner population focus area requires an in-person skills intensive.

Refer to the Progression Requirements (p. 343) section for further details.

Program Length

The Master of Science in Nursing program consists of a minimum of 60 to 90 quarter credit hours, depending on your specialty. Upon successful

completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Background for Practice from Sciences and Humanities: Integrate scientific findings from nursing, biopsychosocial fields, genetics, public health, quality improvement, and organizational sciences for the continual improvement of nursing care across diverse settings.
2. Organizational and Systems Leadership: Demonstrate ethical and critical decision-making leadership skills that result in effective working relationships and a systems perspective.
3. Quality Improvement and Safety: Implement quality improvement principles within an organization using methods, tools, performance measures, and standards related to quality.
4. Translating and Integrating Scholarship into Practice: Apply research outcomes within the practice setting, resolve practice problems, work as a change agent, and disseminate results.
5. Informatics and Health Care Technologies: Utilize patient-care and communication technologies to deliver and coordinate quality care.
6. Health Policy and Advocacy: Employ policy that supports advocacy strategies to influence health and health care.
7. Interprofessional Collaboration for Improving Patient and Population Health Outcomes: Collaborate with interprofessional teams to improve patient and population health outcomes.
8. Clinical Prevention and Population Health for Improving Health: Support broad, organizational, client-centered, and culturally appropriate concepts in the planning, delivery, management, and evaluation of evidence-based clinical prevention and population care and services to individuals, families, and aggregates/identified populations.
9. Master's-Level Nursing Practice: Integrate advanced levels of understanding of nursing and relevant sciences to influence health care outcomes for individuals, populations, or systems.

Adult-Gerontology Acute Care Nurse Practitioner Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of acute care through management of both health and illness states.
2. Collaborate with the individual and other health care professionals for the purpose of ensuring high-quality, holistic acute care services.
3. Demonstrate the role of a nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the adult-gerontology acute care nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.
7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.
8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Adult-Gerontology Primary Care Nurse Practitioner Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of primary care through management of both health and illness states.

2. Collaborate with the individual and community as well as other health care professionals for the purpose of ensuring high-quality, holistic primary care services.
3. Demonstrate the role of a nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the adult-gerontology nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.
7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.
8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Executive Leader Outcomes

1. Fiscal Responsibility and Human Resource Management: Encompass concepts of fiscal and human resources in designing quality care measures.
2. Collaborative Practice: Develop collaborative relationships and partnerships that are interdisciplinary and aggregate-focused to improve the health care of populations.
3. Creating and Managing Nursing Care Systems: Provide leadership in conceptualization, design, implementation, and evaluation of health care delivery systems across the health care continuum.

Family Nurse Practitioner, Primary Care Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of primary care through management of both health and illness states.
2. Collaborate with the individual, family, and community as well as other health care professionals for the purpose of ensuring high-quality, holistic primary care services.
3. Demonstrate the role of the nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the family nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.
7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.
8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Informatics Outcomes

1. Clinical: Assess current patient care technologies and information systems to enhance decision making in health care settings.
2. Education: Appraise emerging and converging technologies to enhance nursing and patient education.
3. Research: Evaluate information systems in support of evidence-based practice and clinical applications.

4. Administrative: Critique leadership roles and competencies in the planning, implementation, and evaluation of information systems and patient care technologies.

Nurse Educator Outcomes

1. Clinical Expertise: Integrate advanced nursing practice knowledge with educational content, design, and delivery.
2. Instructional Method Design: Design educational programs that facilitate learning for patients, health care professionals, or nursing students.
3. Evaluation Strategies: Evaluate effectiveness of teaching and learning methodologies for patients, health care professionals, and nursing students.
4. Clinical Expertise: Apply advanced nursing practice knowledge to impact health care outcomes for individuals, populations, or systems.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Nursing program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

At this time, you may not enroll in the Master of Science in Nursing if you are a resident of Tennessee.

If applying for admission, you must submit the following:

1. An unofficial transcript, submitted prior to enrollment, indicating receipt of a bachelor's degree with an upper-level major in nursing from an accredited institution. By the end of the first term, you must provide Purdue Global with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.
2. An unofficial transcript indicating completion of a statistics course and a nursing research course with a grade of "C" or better. If you have not completed these courses as part of your bachelor's degree in nursing, you must complete them before enrollment in MN504 Scientific and Analytic Approaches to Advanced Evidence-Based Practice. If you choose to take the required statistics course at the University, you will have all course-level prerequisites waived.
3. An approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information.

Adult-Gerontology Acute Care Nurse Practitioner Population Focus Area

If you are an international applicant, you are not eligible to enroll in this focus area due to clinical requirements.

If applying for admission, you must submit a current, professional resume or curriculum vitae that verifies you have a minimum of one year of recent full-time practice (2,000 hours) as a registered nurse in a critical care setting that the School of Nursing has determined addresses the clinical skills and experience needed to serve as a basis for entering an acute care nurse practitioner program (emergency room does not apply). Acceptance into the program is determined by the School of Nursing's review of your professional resume or curriculum vitae.

Prior to enrollment, you must provide evidence of current advanced cardiac life support (ACLS) certification. Your ACLS certification must remain current during the course of your enrollment.

Adult-Gerontology Primary Care Nurse Practitioner and Family Nurse Practitioner, Primary Care Population Focus Areas

If you are an international applicant, you are not eligible to enroll in these focus areas due to clinical requirements.

If applying for admission, you must submit a current, professional resume or curriculum vitae that verifies you have worked a minimum of 1,000 clinical hours as a registered nurse within the last 3 years and in a patient care setting that the School of Nursing has determined address the clinical skills and experience needed to serve as a basis for an entering nurse practitioner. Acceptance into the program is determined by the School of Nursing's review of your professional resume or curriculum vitae.

Graduates of Purdue Global's Bachelor of Science in Nursing—RN-to-BSN

As a graduate of the University's Bachelor of Science in Nursing—RN-to-BSN program who enters the Master of Science in Nursing program, you may have already satisfied specific core requirements and will complete a condensed program of graduate study.

Progression Requirements

1. You can enroll in no more than two courses per term, unless approved by the Dean of the School of Nursing.
2. You may not use transfer credit to replace MN501 Advanced Nursing Roles, unless you are a graduate of Purdue Global's Bachelor of Science in Nursing—RN-to-BSN program. In addition, you may not use transfer credit to replace any courses in the informatics, executive leader, or nurse educator concentrations unless you have approval from the Dean of the School of Nursing. If none of these exceptions apply, these courses must be completed at the University. If you are enrolled in the adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, or family nurse practitioner, primary care population focus area, you may apply transfer credit toward the following focus area courses only:

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5

MN553 Advanced Pharmacology and Pharmacotherapeutics

5

status, drug screening, physical history, and examination records, and evidence of an unencumbered registered nurse license.

Adult-Gerontology Acute Care Nurse Practitioner, Adult-Gerontology Primary Care Nurse Practitioner, and Family Nurse Practitioner, Primary Care Population Focus Areas

1. You will complete clinical courses as part of the requirements for the concentration. You are responsible for locating an appropriate site for the clinical or practicum experience. You must achieve a minimum grade of "S" (satisfactory) for the clinical or practicum components of courses. Failure to successfully complete this portion of a course will result in failure of the entire course. Required hours for the experience vary across concentrations.
2. You must complete your clinical experience in a setting that has been approved by the Clinical Placement Team. You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the program's staff to determine your exact responsibilities and process for site selection. You are responsible for arranging and paying for your own transportation, housing, and availability to attend the clinical practice experiences.

In addition, if you are enrolled in the adult-gerontology acute care nurse practitioner population focus area, you must complete an in-person skills intensive during MN651: AGACNP Introduction to Acute Care Management, which takes place at Purdue Global's Indianapolis location over the course of 2.5 days. For this in-person session, you must travel to Indianapolis and are responsible for all travel expenses.

3. Prior to registering for the first clinical course, you must submit the following:
 - a. Documentation of a health assessment/physical examination completed within the 6 months prior to beginning the first clinical course, including applicable immunization records and drug screening results.
 - b. Proof of professional liability insurance coverage in the amount of at least \$1 million per incident/\$3 million per aggregate.
 - c. A criminal background check, as required by applicable federal and/or state regulatory agencies. The background check must be able to qualify you for practice as a nursing student under the requirements of the state of your clinical placements. If you are applying to the adult-gerontology acute care nurse practitioner, adult-gerontology primary care nurse practitioner, or family nurse practitioner, primary care population focus area, the background check must not contain information that would prohibit you from being licensed as an advanced practice registered nurse and/or being granted prescriptive authority under your state's Nurse Practice Act.
 - d. Some facilities may require additional documentation, as necessary, to comply with specific federal and/or state requirements for nursing student candidates. Failure to submit appropriate documentation to participate in clinical experiences by the required date will result in you being unable register for the clinical course.
 - e. In addition, prior to beginning the first clinical practice experience, you will be required to provide documentation of compliance with all federal, state, and/or local regulatory requirements related to the activities that are required elements of the population focus area. These will include, but are not limited to, immunization

4. Prior to registering for subsequent clinical courses, all immunizations must be current according to Purdue Global policy. Specific requirements are listed in the NP Clinical Student Handbook.
5. You are expected to conduct yourself in a professional manner and maintain a safe environment. If a faculty member and/or agency consider you to be in violation of either one of these requirements, you may be removed from the clinical setting and may receive a failing grade for the course if the course outcomes are not met. Unprofessional and/or unsafe practices will be reviewed by the administrative staff as needed.

The School of Nursing provides guidelines, policies, and documents that are necessary to plan for and support you in meeting the expectations to secure a practicum or clinical experience.

Executive Leader, Nurse Educator, and Informatics Concentrations

You will complete a clinical or practicum course and either MN600 Evidence-Based Practice Project or MN603 Evaluating and Disseminating Principles of Advanced Nursing Practice - Clinical as part of the requirements for the concentration. You are responsible for locating an appropriate site for the clinical or practicum experience. You must achieve a minimum grade of "S" (satisfactory) for the clinical or practicum components of courses. Failure to successfully complete this portion of a course will result in failure of the entire course. Required hours for the experience vary across concentrations.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the adult-gerontology acute care nurse practitioner population focus area, you may be eligible to sit for the American Nurses Credentialing Center's Adult-Gerontology Acute Care Nurse Practitioner certification or the American Association of Critical-Care Nurses' Acute Care Nurse Practitioner certification. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is

available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Upon completion of the executive leader concentration, you may be eligible to sit for the Nurse Executive or the Nurse Executive, Advanced, certification examinations depending on your meeting the eligibility requirements of the American Nurses Credentialing Center.

Upon completion of the nurse educator concentration, you may be prepared to sit for the National League for Nursing's Certified Nurse Educator (CNE) examination.

Upon completion of the informatics concentration, you may be eligible to sit for the American Nurses Credentialing Center's Informatics Nursing certification examination.

Upon completion of the adult-gerontology primary care nurse practitioner population focus area, you may be eligible to sit for the American Nurses Credentialing Center's Adult-Gerontology Primary Care Nurse Practitioner certification or the American Academy of Nurse Practitioners' Adult Gerontology Primary Care Nurse Practitioner certification. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Upon completion of the family nurse practitioner, primary care population focus area, you may be eligible to sit for the American Nurses Credentialing Center's Family Nurse Practitioner certification or the American Academy of Nurse Practitioners' Family Nurse Practitioner certification. These are primary care certifications. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Please note that most states require nurses to be nationally certified and to have completed an accredited graduate nursing program in order to obtain licensure as an advanced practice registered nurse. Each national certification provider and state Board of Nursing will have eligibility requirements in addition to these educational requirements, such as passing a criminal background check. It is your responsibility to determine whether you will be eligible for state Board of Nursing approval and certification as an advanced practice registered nurse in your state. Please visit the following websites for more information:

- National Council of State Boards of Nursing: <https://www.ncsbn.org/contact-bon.htm>
- American Nurses Credentialing Center (ANCC): <https://www.nursingworld.org/our-certifications/>
- American Academy of Nurse Practitioners (AANP): <https://www.aanp.org/education/aanp-certification-program>
- American Association of Critical-Care Nurses (AACN): <https://www.aacn.org/certification>

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
MN501	Advanced Nursing Roles	5

MN502	Theoretical Foundations of Advanced Practice Nursing	5
MN504	Scientific and Analytic Approaches to Advanced Evidence-Based Practice	5
MN505	Epidemiology and Health Promotion	5
MN506	Health Policy, Ethical, and Legal Perspectives of the Health Care System	5
MN507	Promoting Optimal Models and Systems for Health Care Delivery	5
Total Core Requirements		30
Open Elective Requirements		
Population Focus Area or Concentration Courses (see below)		30-60
Total Open Elective Requirements		30-60
TOTAL CREDITS		60-90

Specialized Pathway Requirements

Population focus area and concentration courses are completed within the open electives requirement of the degree plan.

Adult-Gerontology Acute Care Nurse Practitioner Population Focus Area

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN650	Specialized Pharmacology for the AGACNP Acute Care NP	2
MN651	AGACNP Introduction to Acute Care Management	4
MN652	AGACNP Acute Care Diagnosis and Management I	5
MN653	AGACNP Acute Care Diagnosis and Management Clinical I	5
MN654	AGACNP Acute Care Diagnosis and Management II	5
MN655	AGACNP Acute Care Diagnosis and Management Clinical II	5
MN656	AGACNP Critical Care Management	5
MN657	AGACNP Critical Care Management Clinical	5
Total Credits		51

Adult-Gerontology Primary Care Nurse Practitioner Population Focus Area

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5

MN572	AGNP I - Primary Care of the Adolescent and Adult	5	MN531	Innovations in Educational and Research Technologies	5
MN573	AGNP I Clinical - Adolescent and Adult Focus	5	MN532	Integration of Informatics Into the Health Care Environment	5
MN576	NP I - Primary Care of Women's Health	5	MN533	Health Systems Project Management	5
MN577	NP II Clinical - Women's Health Focus	5	MN534	Nurse Informatics Specialist Practicum	5
MN584	AGNP II - Primary Care of the Frail Elderly	5	MN600	Evidence-Based Practice Project	5
MN585	AGNP II Clinical - Frail Elderly Focus	5	TOTAL CREDITS		30
MN605	Transition to Practice	5			
MN610	NP III Clinical - Primary Care Focus	5			
TOTAL CREDITS		60			

Family Nurse Practitioner, Primary Care Population Focus Area

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5
MN568	FNP I - Primary Care Across the Life Span	5
MN569	FNP I Clinical - Life Span Health Focus	5
MN576	NP I - Primary Care of Women's Health	5
MN577	NP II Clinical - Women's Health Focus	5
MN580	FNP II - Primary Care of Children and Adolescents Health	5
MN581	FNP II Clinical - Children and Adolescent Health Focus	5
MN605	Transition to Practice	5
MN610	NP III Clinical - Primary Care Focus	5
TOTAL CREDITS		60

Executive Leader Concentration

Code	Title	Credits
MN512	Leadership, Organizational Theory, and Behavior	5
MN513	Health Care Finance, Strategic Planning, and Budgeting	5
MN514	Human Resources Management	5
MN515	Innovation in Health Care Information Technology - Administrative and Advanced Practice Priorities	5
MN520	Executive Leader Practicum	5
MN600	Evidence-Based Practice Project	5
TOTAL CREDITS		30

Informatics Concentration

(Not Available for Enrollment Effective 6/7/2017)

Code	Title	Credits
MN530	Critical Concepts and Competencies for the Informatics Nurse Specialist	5

Nurse Educator Concentration

Code	Title	Credits
MN523	Teaching and Learning Theories and Strategies	5
MN524	Curriculum Design, Assessment, and Evaluation	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN559	Essentials of Advanced Pathophysiology and Pharmacology	5
MN590	Applying Principles of Advanced Nursing Practice - Clinical	5
MN603	Evaluating and Disseminating Principles of Advanced Nursing Practice - Clinical	5
TOTAL CREDITS		30

Master of Science in Nursing—DNP Path

Description and Outcomes

The Master of Science in Nursing program is designed to build on previous nursing education and clinical experience, prepare you to pursue advanced practice in a variety of health care settings, and lay a foundation to pursue doctoral education. The overall purpose of the master's degree program is to provide graduate education for advanced nursing roles that respond to the needs of individuals, families, and communities.

The program of study includes completion of the core curriculum, concentration or population focus area courses, and an evidence-based project proposal. The core courses focus on the acquisition of a theoretical base in nursing, evidence-based decision making, health policy, financing and organization of the health care delivery system, advanced practice issues, ethics, health promotion and disease prevention, and biostatistics.

Note: the Master of Science in Nursing—DNP Path program is not available in all states. Refer to the State Approvals (p. 7) section for details.

Concentrations and Population Focus Areas

You will choose from three pathways designed to provide further knowledge in your chosen specialty and your specific advanced role: executive leader, family nurse practitioner, primary care, or adult-gerontology primary care nurse practitioner. Refer to the Certification, State Board, and National Board Exams (p. 349) section for important program disclosure information.

The executive leader concentration is designed to prepare you to pursue managerial positions and leadership roles in hospitals, community health, long-term care facilities, and other health care systems. Upon graduation, you may be prepared to sit for the Nurse Executive or the Nurse Executive, Advanced certification examinations (depending on the level of leadership with your organization) provided by the American Nurses Credentialing Center.

The family and adult-gerontology primary care nurse practitioner population focus areas are designed to educate you on the topics of how to best provide primary care as a member of an interprofessional team and improve the availability of evidence-based, culturally relevant health care in diverse communities. The curriculum helps you develop the skills to evaluate the health and wellness of individuals, families, and their communities. The nurse practitioner is expected to possess skills in diagnosing, treating, and managing acute and chronic health conditions, to deliver primary and preventive care, and to participate in the development of appropriate policy and evidence-based practice.

Practicum and Clinical Practice Experiences

If you choose the executive leader concentration, you will complete a practicum experience designed to provide the opportunity for application of theoretical knowledge while working with a mentor. The practicum experience occurs in a facility you select in consultation with the Clinical Placement Team.

If you choose the adult-gerontology primary care nurse practitioner or family nurse practitioner, primary care population focus area, you will complete a series of clinical practice sessions designed to provide the

opportunity for application of theoretical knowledge while working with a designated, qualified preceptor. The clinical practice experience occurs in a facility or clinical site you select in consultation with the faculty and the Clinical Placement Team.

Refer to the Progression Requirements (p. 348) section for further details.

Doctor of Nursing Practice

Enrollment in this degree plan is limited to those who apply to the Doctor of Nursing Practice program and possess a bachelor's degree with an upper-level major in nursing as their highest nursing degree.

Successful completion of the Master of Science in Nursing—DNP Path is required to move on to the Doctor of Nursing Practice.

Program Length

The Master of Science in Nursing—DNP Path program consists of a minimum of 65 or 90 quarter credit hours, depending on your choice of pathway. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Theoretical Foundations: Synthesize theories and concepts from nursing and other disciplines for application in advanced nursing roles.
2. Evidence-Based Practice: Critique current scientific research for application of findings to initiate change and to improve practice.
3. Health Promotion, Disease Prevention, and Human Diversity: Create comprehensive plans of action that address the health promotion and disease prevention needs of individual, family, and community populations.
4. Health Care Policy, Organization, and Finance: Formulate a plan for ongoing contributions to improvement of health care delivery and development of health policy in a cost-effective manner.
5. Ethics: Apply an ethical decision-making process in professional practice and in analysis of systems of health care.
6. Professional Role Development: Exert a professional leadership role that fosters improvement of health care and advocates scholarly activities to advance self and the profession.
7. Informatics and Technology: Employ informatics and technology in various aspects of the advanced nursing leadership role.

Adult-Gerontology Primary Care Nurse Practitioner Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of primary care through management of both health and illness states.
2. Collaborate with the individual and community as well as other health care professionals for the purpose of ensuring high-quality, holistic primary care services.
3. Demonstrate the role of a nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the adult-gerontology nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.

7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.
8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Executive Leader Outcomes

1. Fiscal Responsibility and Human Resource Management: Encompass concepts of fiscal and human resources in designing quality care measures.
2. Collaborative Practice: Develop collaborative relationships and partnerships that are interdisciplinary and aggregate-focused to improve the health care of populations.
3. Creating and Managing Nursing Care Systems: Provide leadership in conceptualization, design, implementation, and evaluation of health care delivery systems across the health care continuum.

Family Nurse Practitioner, Primary Care Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of primary care through management of both health and illness states.
2. Collaborate with the individual, family, and community as well as other health care professionals for the purpose of ensuring high-quality, holistic primary care services.
3. Demonstrate the role of the nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the family nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.
7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.
8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Nursing—DNP Path program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you are an international applicant, you are not eligible to enroll in this program due to clinical requirements.

Acceptance to the program is at the discretion of the School of Nursing. You will earn a Master of Science in Nursing before progressing to the Doctor of Nursing Practice program.

If applying for admission, you must:

1. Complete an informational interview with an Admissions Advisor.
2. Successfully complete an interview with School of Nursing faculty.
3. Submit the following documents at least 4 weeks prior to the desired start date:
 - a. An unofficial transcript indicating completion of a bachelor's degree with an upper-level major in nursing and a cumulative GPA of 3.0 or higher from an accredited institution. If accepted to the program, you must provide the University with an official copy of the transcript prior to the end of the first term. Refer to the First-Term Responsibilities (p. 20) section for additional information.
 - b. An unofficial transcript indicating completion of a statistics course and a nursing research course with a grade of "C" or better. If you have not completed these courses as part of your bachelor's degree in nursing, you must complete them before enrollment in MN504 Scientific and Analytic Approaches to Advanced Evidence-Based Practice, if admitted to the program.
 - c. Have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information.
 - d. A current, professional resume or curriculum vitae that verifies you have worked a minimum of 1,000 clinical hours as a registered nurse. If you choose the adult-gerontology primary care nurse practitioner or family nurse practitioner, primary care population focus area, the 1,000 clinical hours must be within the last 3 years and in a patient care setting that the School of Nursing has determined address the clinical skills and experience needed to serve as a basis for an entering nurse practitioner.
 - e. Two letters of reference from professional and/or academic contacts indicating academic ability, personal character, and professional competency.
 - f. A personal statement of no more than 350 words.

Progression Requirements

1. You must adhere to the progression requirements applicable to your current plan of study.
2. You can enroll in no more than two courses per term, unless approved by the Dean of the School of Nursing.
3. You may not use transfer credit to replace MN501 Advanced Nursing Roles, unless you are a graduate of Purdue Global's Bachelor of Science in Nursing—RN-to-BSN program. In addition, you may not use transfer credit to replace any courses in the executive leader concentration unless you have approval from the Dean of the School of Nursing. If none of these exceptions apply, these courses must be completed at the University. If you are enrolled in the adult-gerontology primary care nurse practitioner or family nurse practitioner, primary care population focus area, you may apply transfer credit toward the following focus area courses only:

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5

Adult-Gerontology Primary Care Nurse Practitioner and Family Nurse Practitioner, Primary Care Population Focus Areas

1. You must complete your clinical experience in a setting that has been approved by the Clinical Placement Team. You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the program's staff to determine your exact responsibilities and process for site selection. You are responsible for arranging and paying for your own transportation, housing, and availability to attend the clinical practice experiences.
2. Prior to registering for the first clinical course, you must submit the following:
 - a. Documentation of a health assessment/physical examination completed within the 6 months prior to beginning the first clinical course, including applicable immunization records and drug screening results.
 - b. Proof of professional liability insurance coverage in the amount of at least \$1 million per incident/\$3 million per aggregate.
 - c. A criminal background check, as required by applicable federal and/or state regulatory agencies. The background check must be able to qualify you for practice as a nursing student under the requirements of the state of your clinical placements. If you are applying to the family nurse practitioner, primary care or adult-gerontology primary care nurse practitioner population focus area, the background check must not contain information that would prohibit you from being licensed as an advanced practice. Some facilities may require additional documentation, as necessary, to comply with specific federal and/or state requirements for nursing student candidates. Failure to submit appropriate documentation to participate in clinical experiences by the required date will result in you being unable to register for the clinical course.
 - d. In addition, prior to beginning the first clinical practice experience, you will be required to provide documentation of compliance with all federal, state, and/or local regulatory requirements related to the activities that are required elements of the population focus area. These will include, but are not limited to, immunization status, drug screening, physical history, and examination records, and evidence of an unencumbered registered nurse license.
3. Prior to registering for subsequent clinical courses, all immunizations must be current according to Purdue Global policy. Specific requirements are listed in the NP Clinical Student Handbook.
4. You are expected to conduct yourself in a professional manner and maintain a safe environment. If a faculty member and/or agency consider you to be in violation of either one of these requirements, you may be removed from the clinical setting and may receive a failing grade for the course if the course outcomes are not met. Unprofessional and/or unsafe practices will be reviewed by the administrative staff as needed.

The School of Nursing provides all the School of Nursing guidelines, policies, and documents that are necessary to plan for and support you in meeting the expectations to secure a practicum or clinical experience.

Executive Leader Concentration

You will complete a practicum course and MN600 Evidence-Based Practice Project as part of the requirements for the concentration. You are responsible for locating an appropriate site for the practicum experience. Successful completion of the practicum project is required to receive a passing grade for the capstone course.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the executive leader concentration, you may be eligible to sit for the Nurse Executive or the Nurse Executive, Advanced, certification examinations depending on your meeting the eligibility requirements of the American Nurses Credentialing Center.

Upon completion of the adult-gerontology primary care nurse practitioner population focus area, you may be eligible to sit for the American Nurses Credentialing Center's Adult-Gerontology Primary Care Nurse Practitioner certification or the American Academy of Nurse Practitioners' Adult Gerontology Primary Care Nurse Practitioner certification. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Upon completion of the family nurse practitioner, primary care population focus area, you may be eligible to sit for the American Nurses Credentialing Center's Family Nurse Practitioner certification or the American Academy of Nurse Practitioners' Family Nurse Practitioner certification. These are primary care certifications. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Please note that most states require nurses to be nationally certified and to have completed an accredited graduate nursing program in order to obtain licensure as an advanced practice registered nurse. Each national certification provider and state Board of Nursing will have eligibility requirements in addition to these educational requirements, such as passing a criminal background check. It is your responsibility to determine whether you will be eligible for state Board of Nursing approval and certification as an advanced practice registered nurse in your state. Please visit the following websites for more information:

- National Council of State Boards of Nursing: <https://www.ncsbn.org/contact-bon.htm>
- American Nurses Credentialing Center (ANCC): <https://www.nursingworld.org/our-certifications/>
- American Academy of Nurse Practitioners (AANP): <https://www.aanp.org/education/aanp-certification-program>

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
MN501	Advanced Nursing Roles	5
MN502	Theoretical Foundations of Advanced Practice Nursing	5
MN504	Scientific and Analytic Approaches to Advanced Evidence-Based Practice	5
MN505	Epidemiology and Health Promotion	5
MN506	Health Policy, Ethical, and Legal Perspectives of the Health Care System	5
MN507	Promoting Optimal Models and Systems for Health Care Delivery	5
Total Core Requirements		30
Open Elective Requirements		
Population Focus Area or Concentration Courses (see below)		30-60
Total Open Elective Requirements		30-60
TOTAL CREDITS		60-90

Specialized Pathway Requirements

Population focus area and concentration courses are completed within the open electives requirement of the degree plan.

Adult-Gerontology Primary Care Nurse Practitioner Population Focus Area

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5
MN572	AGNP I - Primary Care of the Adolescent and Adult	5

MN573	AGNP I Clinical - Adolescent and Adult Focus	5
MN576	NP I - Primary Care of Women's Health	5
MN577	NP II Clinical - Women's Health Focus	5
MN584	AGNP II - Primary Care of the Frail Elderly	5
MN585	AGNP II Clinical - Frail Elderly Focus	5
MN605	Transition to Practice	5
MN610	NP III Clinical - Primary Care Focus	5
TOTAL CREDITS		60

Family Nurse Practitioner, Primary Care Population Focus Area

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5
MN568	FNP I - Primary Care Across the Life Span	5
MN569	FNP I Clinical - Life Span Health Focus	5
MN576	NP I - Primary Care of Women's Health	5
MN577	NP II Clinical - Women's Health Focus	5
MN580	FNP II - Primary Care of Children and Adolescents Health	5
MN581	FNP II Clinical - Children and Adolescent Health Focus	5
MN605	Transition to Practice	5
MN610	NP III Clinical - Primary Care Focus	5
TOTAL CREDITS		60

Executive Leader Concentration

Code	Title	Credits
MN512	Leadership, Organizational Theory, and Behavior	5
MN513	Health Care Finance, Strategic Planning, and Budgeting	5
MN514	Human Resources Management	5
MN515	Innovation in Health Care Information Technology - Administrative and Advanced Practice Priorities	5
MN520	Executive Leader Practicum	5
MN600	Evidence-Based Practice Project	5
TOTAL CREDITS		30

Adult-Gerontology Primary Care Nurse Practitioner Certificate

Description and Outcomes

If you are a registered nurse interested in expanding your knowledge as it relates to the role of the adult-gerontology nurse practitioner, consider the Adult-Gerontology Primary Care Nurse Practitioner Certificate program. This certificate program is designed to educate you on the topics of how to promote and provide primary care as a member of an interprofessional team and how to improve the availability of evidence-based, culturally relevant health care in diverse communities. The curriculum helps you develop the skills to evaluate the health and wellness of individuals, families, and their communities. The nurse practitioner is expected to possess skills in diagnosing, treating, and managing acute and chronic health conditions, to deliver preventive care, and to participate in the development of appropriate policy and evidence-based practice.

Note: the Adult-Gerontology Primary Care Nurse Practitioner Certificate program is not available in all states. Refer to the State Approvals (p. 7) section for details.

Clinical Practice Experience

You will complete a series of clinical practice sessions designed to provide the opportunity for application of theoretical knowledge while working with a designated, qualified preceptor. The clinical practice sessions occur in a facility or clinical site you select in consultation with the faculty and the Clinical Placement Team.

Refer to the State Approvals (p. 7) section for details.

Program Length

The Adult-Gerontology Primary Care Nurse Practitioner Certificate program consists of a minimum of 60 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

Program Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of primary care through management of both health and illness states.
2. Collaborate with the individual and community as well as other health care professionals for the purpose of ensuring high-quality, holistic primary care services.
3. Demonstrate the role of a nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the adult-gerontology nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.
7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.
8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Adult-Gerontology Primary Care Nurse Practitioner Certificate program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

You must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information. The criminal background check must not contain information that would prohibit you from being licensed as an advanced practice registered nurse and/or being granted prescriptive authority under your state's Nurse Practice Act.

If you are an international applicant, you are not eligible to enroll in this program due to clinical requirements.

If applying for admission, you must submit a current, professional resume or curriculum vitae that verifies you have worked a minimum of 1,000 clinical hours as a registered nurse within the past 3 years and in a patient care setting that the School of Nursing has determined address the clinical skills and experience needed to serve as a basis for an entering nurse practitioner. Acceptance into the program is determined by the School of Nursing's review of your professional resume or curriculum vitae.

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a master's degree with an upper-level major in nursing from an accredited institution. By the end of the first term, you must provide Purdue Global with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

If your master's degree nursing focus is in one of the four advanced practice registered nurse roles (nurse midwife, registered nurse anesthetist, clinical nurse specialist, or nurse practitioner), or you have completed a post-master's certificate in one of the four roles, you must also submit evidence of national certification and/or advanced practice recognition/licensure from your state in the role in order to be considered for admission to the program.

Progression Requirements

1. You are responsible for meeting all requirements for advanced practice certification and/or licensure in your state. To find your requirements, contact your state's board of nursing. The National Council of State Boards of Nursing has 60 member boards and contact information for each state can be found at www.ncsbn.org/contactbon.htm (<http://www.ncsbn.org/contactbon.htm>). While the Purdue Global curriculum meets national certification requirements, some states may have additional licensure standards including, but not limited to, additional clinical or residency hours.
2. You must complete your clinical experience in a setting that has been approved by the Clinical Placement Team. You are responsible for participating in locating, selecting, and obtaining an agreement with

an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the program's staff to determine your exact responsibilities and process for site selection. You are responsible for arranging and paying for your own transportation, housing, and availability to attend the clinical practice experiences.

3. Prior to registering for the first clinical course, you must submit the following:
 - a. Documentation of a health assessment/physical examination completed within the 6 months prior to beginning the first clinical course, including applicable immunization records and drug screening results.
 - b. Proof of professional liability insurance coverage in the amount of at least \$1 million per incident/\$3 million per aggregate.
 - c. A criminal background check, as required by applicable federal and/or state regulatory agencies. The background check must be able to qualify you for practice as a nursing student under the requirements of the state of your clinical placements. Some facilities may require additional documentation, as necessary, to comply with specific federal and/or state requirements for nursing student candidates. Failure to submit appropriate documentation to participate in clinical experiences by the required date will result in you being unable register for the clinical course.
 - d. In addition, prior to beginning the first clinical practice experience, you will be required to provide documentation of compliance with all federal, state, and/or local regulatory requirements related to the activities that are required elements of the specialization. These will include, but are not limited to, immunization status, drug screening, physical history, and examination records, and evidence of an unencumbered registered nurse license.
4. Prior to registering for subsequent clinical courses, all immunizations must be current according to Purdue Global policy. Specific requirements are listed in the NP Clinical Student Handbook.
5. You are expected to conduct yourself in a professional manner and maintain a safe environment. If a faculty member and/or agency consider you to be in violation of either one of these requirements, you may be removed from the clinical setting and may receive a failing grade for the course if the course outcomes are not met. Unprofessional and/or unsafe practices will be reviewed by the administrative staff as needed.
6. You may apply transfer credit toward the following courses only:

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5

Additional transfer credit or credit by credential may be granted at the discretion of the School of Nursing if you have submitted evidence of national certification and/or advanced practice recognition/licensure from your state in an advanced practice registered nurse role.

The School of Nursing provides all the School of Nursing guidelines, policies, and documents that are necessary to plan for and support you in meeting the expectations to secure a practicum or clinical experience.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

If eligible, upon completion of the Adult-Gerontology Primary Care Nurse Practitioner Certificate, you may sit for the American Nurses Credentialing Center's Adult-Gerontology Primary Care Nurse Practitioner certification or the American Academy of Nurse Practitioners' Adult-Gerontology Primary Care Nurse Practitioner certification. These are primary care certifications. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Please note that most states require nurses to be nationally certified and to have completed an accredited graduate nursing program in order to obtain licensure as an advanced practice registered nurse. Each national certification provider and state Board of Nursing will have eligibility requirements in addition to these educational requirements, such as passing a criminal background check. It is your responsibility to determine whether you will be eligible for state Board of Nursing approval and certification as an advanced practice registered nurse in your state. Please visit the following websites for more information:

- National Council of State Boards of Nursing: <https://www.ncsbn.org/contact-bon.htm>
- American Nurses Credentialing Center (ANCC): <https://www.nursingworld.org/our-certifications/>
- American Academy of Nurse Practitioners (AANP): <https://www.aanp.org/education/aanp-certification-program>

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		

MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5
MN572	AGNP I - Primary Care of the Adolescent and Adult	5
MN573	AGNP I Clinical - Adolescent and Adult Focus	5
MN576	NP I - Primary Care of Women's Health	5
MN577	NP II Clinical - Women's Health Focus	5
MN584	AGNP II - Primary Care of the Frail Elderly	5
MN585	AGNP II Clinical - Frail Elderly Focus	5
MN605	Transition to Practice	5
MN610	NP III Clinical - Primary Care Focus	5
Total Core Requirements		60
TOTAL CREDITS		60

Executive Leader Graduate Certificate

Description and Outcomes

If you are a registered nurse interested in expanding your knowledge of nursing administration to better meet the challenges within the health care environment, the Executive Leader Graduate Certificate program could help you pursue your professional goals. This certificate program allows you to build on your master's degree in nursing by completing six courses focused on nursing administration, including practicum and capstone courses.

The Executive Leader Graduate Certificate program is designed to prepare you to pursue managerial positions and leadership roles in hospitals, community health, long-term care facilities, and other health care systems.

The certificate program's curriculum is designed to provide specialized knowledge in the area of nursing administration and could help you prepare to sit for the Nurse Executive or the Nurse Executive, Advanced certification examinations (depending on the level of leadership with your organization) provided by the American Nurses Credentialing Center.

Qualified credits earned in fulfillment of this certificate program may be eligible for transfer toward future graduate studies.

Note: the Executive Leader Graduate Certificate program is not available in all states. Refer to the State Approvals (p. 7) section for details.

Practicum Experience

Refer to the Progression Requirements (p. 354) section for further details.

Program Length

The Executive Leader Graduate Certificate program consists of a minimum of 30 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

Program Outcomes

1. Encompass concepts of fiscal and human resources in the design of quality care measures.
2. Develop collaborative relationships and partnerships that are interdisciplinary and aggregate-focused to improve the health care of populations.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Executive Leader Graduate Certificate program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a master's degree with an upper-level major in nursing from

an accredited institution. By the end of the first term, you must provide Purdue Global with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

You must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18).

Progression Requirements

You will complete a practicum course and MN600 Evidence-Based Practice Project as part of the requirements for the certificate. You are responsible for locating an appropriate site for the practicum experience. Successful completion of the practicum project is required to receive a passing grade for the capstone course.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the certificate program, you may be prepared to sit for the Nurse Executive or the Nurse Executive, Advanced certification examinations (depending on the level of leadership with your organization) provided by the American Nurses Credentialing Center.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
MN512	Leadership, Organizational Theory, and Behavior	5
MN513	Health Care Finance, Strategic Planning, and Budgeting	5
MN514	Human Resources Management	5
MN515	Innovation in Health Care Information Technology - Administrative and Advanced Practice Priorities	5

MN520	Executive Leader Practicum	5
MN600	Evidence-Based Practice Project	5
Total Core Requirements		30
TOTAL CREDITS		30

Family Nurse Practitioner, Primary Care Certificate

Description and Outcomes

If you are a registered nurse interested in expanding your knowledge as it relates to the role of the family nurse practitioner, consider the Family Nurse Practitioner, Primary Care Certificate program. This certificate program is designed to educate you on the topics of how to best deliver care as a member of an interprofessional team and how to improve the availability of evidence-based, culturally relevant health care in diverse communities. The curriculum helps you develop the skills to evaluate the health and wellness of individuals, families, and their communities. The nurse practitioner is expected to possess skills in diagnosing, treating, and managing acute and chronic health conditions, to deliver preventive care, and to participate in the development of appropriate policy and evidence-based practice.

Refer to the Certification, State Board, and National Board Exams (p. 357) section for important program disclosure information.

Note: the Family Nurse Practitioner, Primary Care Certificate program is not available in all states. Refer to the State Approvals (p. 7) section for details.

Clinical Practice Experience

You will complete a clinical practice experience designed to provide the opportunity for application of theoretical knowledge while working with a designated, qualified preceptor. The clinical practice experience occurs in a facility or clinical site you select in consultation with the faculty and the Clinical Placement Team.

Refer to the State Approvals (p. 7) section for details.

Program Length

The Family Nurse Practitioner, Primary Care, Primary Care Certificate program consists of a minimum of 60 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

Program Outcomes

1. Demonstrate, through synthesis of theoretical and scientific knowledge, the safe, effective practice of primary care through management of both health and illness states.
2. Collaborate with the individual, family, and community as well as other health care professionals for the purpose of ensuring high-quality, holistic primary care services.
3. Demonstrate the role of the nurse practitioner as a health educator and coach to individuals, families, and communities using a wide range of skills.
4. Demonstrate commitment to the implementation, preservation, and evolution of the family nurse practitioner role.
5. Incorporate critical thinking, collaboration, and interdisciplinary relationships into client care to achieve optimal outcomes.
6. Serve as an advocate for the client as he or she interfaces with the health care system.
7. Demonstrate a commitment to ensuring quality of care through consultation, collaboration, continuing education, certification, and self-reflection.

8. Provide culturally sensitive care in a holistic manner that is responsive to the client's cultural and spiritual beliefs.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Family Nurse Practitioner Certificate program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

If you are an international applicant, you are not eligible to enroll in this program due to clinical requirements.

If applying for admission, you must submit a current, professional resume or curriculum vitae that verifies you have worked a minimum of 1,000 clinical hours as a registered nurse within the past 3 years and in a patient care setting that the School of Nursing has determined address the clinical skills and experience needed to serve as a basis for an entering nurse practitioner. Acceptance into the program is determined by the School of Nursing's review of your professional resume or curriculum vitae.

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a master's degree with an upper-level major in nursing from an accredited institution. By the end of the first term, you must provide Purdue Global with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

If your master's degree nursing focus is in one of the four advanced practice registered nurse roles (nurse midwife, registered nurse anesthetist, clinical nurse specialist, or nurse practitioner), or you have completed a post-master's certificate in one of the four roles, you must also submit evidence of national certification and/or advanced practice recognition/licensure from your state in the role in order to be considered for admission to the program.

You must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18). The criminal background check must not contain information that would prohibit you from being licensed as an advanced practice nurse and/or being granted prescriptive authority under your state's Nurse Practice Act.

Progression Requirements

1. You are responsible for meeting all requirements for advanced practice certification and/or licensure in your state. To find your requirements, contact your state's board of nursing. The National Council of State Boards of Nursing has 60 member boards and contact information for each state can be found at www.ncsbn.org/contactbon.htm (<http://www.ncsbn.org/contactbon.htm>). While the Purdue Global curriculum meets national certification requirements, some states may have additional licensure standards including, but not limited to, additional clinical or residency hours.
2. You must complete your clinical experience in a setting that has been approved by the Clinical Placement Team. You are responsible for

participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the program's staff to determine your exact responsibilities and process for site selection. You are responsible for arranging and paying for your own transportation, housing, and availability to attend the clinical practice experiences.

3. Prior to registering for the first clinical course, you must submit the following:
 - a. Documentation of a health assessment/physical examination completed within the 6 months prior to beginning the first clinical course, including applicable immunization records and drug screening results.
 - b. Proof of professional liability insurance coverage in the amount of at least \$1 million per incident/\$3 million per aggregate.
 - c. A criminal background check, as required by applicable federal and/or state regulatory agencies. The background check must be able to qualify you for practice as a nursing student under the requirements of the state of your clinical placements. Some facilities may require additional documentation, as necessary, to comply with specific federal and/or state requirements for nursing student candidates. Failure to submit appropriate documentation to participate in clinical experiences by the required date will result in you being unable register for the clinical course.
 - d. In addition, prior to beginning the first clinical practice experience, you will be required to provide documentation of compliance with all federal, state, and/or local regulatory requirements related to the activities that are required elements of the specialization. These will include, but are not limited to, immunization status, drug screening, physical history, and examination records, and evidence of an unencumbered registered nurse license.
4. Prior to registering for subsequent clinical courses, all immunizations must be current according to Purdue Global policy. Specific requirements are listed in the NP Clinical Student Handbook.
5. You are expected to conduct yourself in a professional manner and maintain a safe environment. If a faculty member and/or agency consider you to be in violation of either one of these requirements, you may be removed from the clinical setting and may receive a failing grade for the course if the course outcomes are not met. Unprofessional and/or unsafe practices will be reviewed by the administrative staff as needed.
6. You may apply transfer credit toward the following courses only:

Code	Title	Credits
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5

Additional transfer credit or credit by credential may be granted at the discretion of the School of Nursing if you have submitted evidence of national certification and/or advanced practice recognition/licensure from your state in an advanced practice registered nurse role.

The School of Nursing provides all the School of Nursing guidelines, policies, and documents that are necessary to plan for and support you in meeting the expectations to secure a practicum or clinical experience.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

If eligible, upon completion of the Family Nurse Practitioner, Primary Care Certificate, you may sit for the American Nurses Credentialing Center's Family Nurse Practitioner certification or the American Academy of Nurse Practitioners' Family Nurse Practitioner certification. These are primary care certifications. After earning either certification, you may be academically eligible for licensure as an advanced practice registered nurse in any state in which the program is available for enrollment; please see the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Please note that most states require nurses to be nationally certified and to have completed an accredited graduate nursing program in order to obtain licensure as an advanced practice registered nurse. Each national certification provider and state Board of Nursing will have eligibility requirements in addition to these educational requirements, such as passing a criminal background check. It is your responsibility to determine whether you will be eligible for state Board of Nursing approval and certification as an advanced practice registered nurse in your state. Please visit the following websites for more information:

- National Council of State Boards of Nursing: <https://www.ncsbn.org/contact-bon.htm>
- American Nurses Credentialing Center (ANCC): <https://www.nursingworld.org/our-certifications/>
- American Academy of Nurse Practitioners (AANP): <https://www.aanp.org/education/aanp-certification-program>

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
MN551	Advanced Physiology and Pathophysiology Across the Life Span	5

MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN553	Advanced Pharmacology and Pharmacotherapeutics	5
MN566	NP I - Introduction to Primary Care for the Nurse Practitioner	5
MN568	FNP I - Primary Care Across the Life Span	5
MN569	FNP I Clinical - Life Span Health Focus	5
MN576	NP I - Primary Care of Women's Health	5
MN577	NP II Clinical - Women's Health Focus	5
MN580	FNP II - Primary Care of Children and Adolescents Health	5
MN581	FNP II Clinical - Children and Adolescent Health Focus	5
MN605	Transition to Practice	5
MN610	NP III Clinical - Primary Care Focus	5
Total Core Requirements		60
TOTAL CREDITS		60

Nurse Educator Graduate Certificate

Description and Outcomes

The Nurse Educator Graduate Certificate prepares nurses to address health care problems in a variety of settings. Learn to effectively teach patients and their families, provide staff development programs, evaluate the effectiveness of educational programs, and instruct undergraduate nursing students through the application of advanced nursing knowledge, learning theories, and curricular development and instructional design techniques. The Nurse Educator Graduate Certificate program contributes to the preparation for the National League for Nursing's Certified Nurse Educator (CNE) examination and/or the American Nurses Credentialing Center's (ANCC) Nursing Professional Development board certification examination. Refer to the Certification, State Board, and National Board Exams (p. 359) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be eligible for transfer toward future graduate studies.

Note: the Nurse Educator Graduate Certificate program is not available in all states. Refer to the State Approvals (p. 7) section for details.

Clinical Experience

Refer to the Progression Requirements (p. 359) section for further details.

Program Length

The Nurse Educator Graduate Certificate program consists of a minimum of 30 quarter credit hours. Upon successful completion of this program, you will be awarded a certificate.

Program Outcomes

1. Clinical Expertise: Integrate advanced nursing practice knowledge with educational content, design, and delivery.
2. Instructional Method Design: Design educational programs that facilitate learning for patients, health care professionals, or nursing students.
3. Evaluation Strategies: Evaluate effectiveness of teaching and learning methodologies for patients, health care professionals, and nursing students.
4. Clinical Expertise: Apply advanced nursing practice knowledge to impact health care outcomes for individuals, populations, or systems.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a master's degree with an upper-level major in nursing from an accredited institution. By the end of the first term, you must provide

Purdue Global with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

You must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. Please refer to the Additional Requirements for Graduate Programs section under Admissions Requirements (p. 18) for detailed information.

Progression Requirements

You will complete clinical courses as part of the requirements for the certificate. You are responsible for locating an appropriate site for the clinical experience. You must achieve a minimum grade of "S" (satisfactory) for the clinical components of courses. Failure to successfully complete this portion of a course will result in failure of the entire course.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Upon completion of the nurse educator specialization, you may be prepared to sit for the National League for Nursing's Certified Nurse Educator (CNE) examination.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
MN523	Teaching and Learning Theories and Strategies	5
MN524	Curriculum Design, Assessment, and Evaluation	5
MN552	Advanced Health Assessment and Diagnostic Reasoning	5
MN559	Essentials of Advanced Pathophysiology and Pharmacology	5

MN590	Applying Principles of Advanced Nursing Practice - Clinical	5
MN603	Evaluating and Disseminating Principles of Advanced Nursing Practice - Clinical	5
Total Core Requirements		30
TOTAL CREDITS		30

College of Social and Behavioral Sciences

Mission Statement

The College of Social and Behavioral Sciences prepares undergraduate and graduate students to become professionals, leaders, and change agents in their chosen fields and communities. We offer a variety of academic programs that support career paths that make a difference in response to human societal causes, issues, and needs. Program offerings focus on the knowledge required within these fields as well as ethics, decision-making, communication, and critical thinking skills.

General Policies

Criminal Background Check Policy

If you cannot pass a background check, you will likely experience limitations and/or restrictions on employment opportunities. Before you are fully admitted into one of the following programs, you must have an approved criminal background check from the Purdue Global-approved vendor on file prior to the first day of your first term. If an approved criminal background check is not on file with the University prior to the first day of your first term, your enrollment will be cancelled.

- Master of Science in Criminal Justice
- Master of Science in Homeland Security and Emergency Management
- Master of Science in Psychology
- Master of Science in Human Services
- Graduate Certificate in Addictions
- Graduate Certificate in Industrial/Organizational Psychology
- Postgraduate Certificate in Applied Behavior Analysis

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Programs

Master of Public Administration

If you are a practicing or aspiring administrator, the Master of Public Administration program could help you develop the skills and techniques to provide leadership in a wide variety of public service fields. The program teaches you to evaluate, implement, and manage policy and to make ethical and effective decisions in the interest of creating public value.

[View Program Details \(p. 363\)](#)

Master of Science in Criminal Justice

The Master of Science in Criminal Justice program is designed to help you satisfy your intellectual curiosity, build knowledge, and prepare to successfully undertake leadership and other professional positions in today's complex criminal justice environment.

[View Program Details \(p. 365\)](#)

Master of Science in Environmental Policy

(Not Accepting Enrollments, Effective March 22, 2017)

The Master of Science in Environmental Policy program integrates courses from legal studies, social science, public policy, and leadership into a cross-disciplinary program designed to prepare you to pursue a spectrum of environmental careers in the public and private sectors. The program offers you the opportunity to study environmental policy and issues from a perspective that explores the interrelationships of people in their natural world, public and private sector business and industry, economics, policy, and politics.

[View Program Details \(p. 367\)](#)

Master of Science in Homeland Security and Emergency Management

The Master of Science in Homeland Security and Emergency Management program integrates courses from criminal justice, social science, public policy, leadership, and business into a cross-disciplinary program designed to prepare you to pursue a spectrum of careers in the public and private sectors.

[View Program Details \(p. 369\)](#)

Master of Science in Human Services

The Master of Science in Human Services program is designed for professionals who are committed to improving the quality of life for all people in the growing field of human services in the twenty-first century. The curriculum focuses on the delivery of services, accessibility, the design, implementation, and evaluation of interventions, as well as the planning, administration, and coordination of programs.

[View Program Details \(p. 371\)](#)

Master of Science in Legal Studies

The Master of Science in Legal Studies program is designed to provide a solid foundation in legal doctrine and concepts while developing and refining your ability to identify and analyze legal issues. The program highlights the foundations of the American legal system, process and

procedure, dispute resolution, legal research and writing, legal reasoning and analysis, ethical decision making, jurisprudence and legal history, and substantive law in selected areas.

[View Program Details \(p. 373\)](#)

Master of Science in Psychology

The Master of Science in Psychology program provides you with a unique opportunity to balance the rich tradition of the past with exciting contemporary applications of psychology. The curriculum focuses on the processes that underlie the individual human experience and behavior, and core knowledge, theories, and research in the discipline.

[View Program Details \(p. 375\)](#)

Graduate Certificate in Addictions

The Graduate Certificate in Addictions program is designed to provide you with the requisite knowledge to pursue employment and career advancement as an addiction professional. Courses focus on chemical and psychological dependency counseling, advanced addictions counseling, group counseling, psychopharmacology, and co-occurring disorders, with an emphasis on application.

[View Program Details \(p. 382\)](#)

Graduate Certificate in Industrial/ Organizational Psychology

The Graduate Certificate in Industrial/Organizational Psychology is designed for working professionals who seek to broaden their knowledge and apply the principles of industrial/organizational (I/O) psychology in business and organizational settings. The program offers a rigorous exploration of the theories, methods, and practice of I/O psychology.

[View Program Details \(p. 384\)](#)

Postgraduate Certificate in Applied Behavior Analysis

The Postgraduate Certificate in Applied Behavior Analysis program emphasizes the understanding of behavioral concepts and theories as well as their application to special populations. If you are interested in expanding your knowledge of applied behavior analysis in order to meet the coursework requirements for eligibility to take the Board Certified Behavior Analyst[®] Examination, consider this certificate program.

[View Program Details \(p. 385\)](#)

Master of Public Administration

Description and Outcomes

If you are a practicing or aspiring administrator, the Master of Public Administration program could help you develop the skills and techniques to provide leadership in a wide variety of public service fields. The program teaches you to evaluate, implement, and manage policy and to make ethical and effective decisions in the interest of creating public value.

The curriculum focuses on a core area of study designed to provide you with the underpinnings of public administration and management and analytical methods to assess administrative policy implementation and effectiveness. The courses cover public administration and management, ethics and leadership, budgeting and the administration of public funds, strategic planning, and human resource management.

Program Length

The Master of Public Administration program consists of a minimum of 55 quarter credit hours. Upon successful completion of the program, you will be awarded the Master of Public Administration.

Program Outcomes

1. **Public Value:** Apply knowledge of practice in public administration to make effective decisions that create public value in diverse and dynamic situations.
2. **Ethical Decision Making:** Evaluate the social and ethical implications of decisions made in the public interest.
3. **Innovation:** Innovate to address issues and opportunities in the public sector.
4. **Knowledge Base:** Evaluate theoretical foundations, current knowledge, and trends in public administration and public service.
5. **Finance:** Apply financial knowledge to make sound and ethical decisions in the public interest.
6. **Diversity:** Assess cultural, individual, and role differences of constituents and stakeholders.
7. **Leadership:** Apply principles of leadership to shape change and improve the governance and management of public policy.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, it is highly recommended you complete the following prerequisite courses at the University or an accredited institution:

- American Government
- Statistics
- Public Policy

Accelerated Master of Public Administration Option

Students enrolled in one of the following programs have the option of completing the accelerated Master of Public Administration option while they earn their bachelor's degree:

- Bachelor of Science in Communication
- Bachelor of Science in Corrections
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Early Childhood Administration
- Bachelor of Science in Early Childhood Development
- Bachelor of Science in Environmental Policy and Management
- Bachelor of Science in Fire and Emergency Management
- Bachelor of Science in Fire Science
- Bachelor of Science in Human Services
- Bachelor of Science in Human Services in Youth/Family Services and Administration
- Bachelor of Science in Legal Studies
- Bachelor of Science in Legal Support and Services
- Bachelor of Science in Paralegal Studies
- Bachelor of Science in Psychology
- Bachelor of Science in Psychology in Addictions
- Bachelor of Science in Psychology in Applied Behavior Analysis
- Bachelor of Science in Psychology in Industrial/Organizational Psychology

If you are a graduate of one of the above-listed programs, are granted admission to the Master of Public Administration program, and meet the requirements for the accelerated option, you will have the following courses transferred in and will matriculate into a shortened version of the master's degree program:

Code	Title	Credits
PP500	Public Administration and Management	5
PP510	Leadership in the Public Sector	5
PP520	Finance and the Administration of Public Funds	5
PP530	Human Resource Management in the Public Sector	5

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
PP500	Public Administration and Management	5
PP504	Research and Writing in Public Administration	5
PP510	Leadership in the Public Sector	5
PP520	Finance and the Administration of Public Funds	5
PP530	Human Resource Management in the Public Sector	5
PP600	Administrative Law in Public Administration	5
PP610	Balancing the Budget - Budgetary Process	5
PP612	Program Evaluation	5
PP650	Public Policy Analysis	5
500/600 Level: Public Administration Elective		5
PP698	Master's Capstone in Public Administration	5
Total Core Requirements		55
TOTAL CREDITS		55

Master of Science in Criminal Justice

Description and Outcomes

The Master of Science in Criminal Justice program is designed to help you satisfy your intellectual curiosity, build knowledge, and prepare to successfully undertake leadership and other professional positions in today's complex criminal justice environment.

The Master of Science in Criminal Justice program provides you with an opportunity to pursue an applied research course of study. At the conclusion of the program, your acquisition of competencies is assessed via your coursework and successful completion of an applied research project. In so doing, the program enables you to become better prepared to meet the dynamic challenges of the field today and in the future.

Program Length

The Master of Science in Criminal Justice program consists of a minimum of 55 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Research Methods: Use current qualitative and quantitative research to evaluate current trends in criminal justice.
2. Organizational Behavior and Management: Apply organizational behavior and management theories to insure the effective and efficient operations of an agency or division.
3. Criminological Theory: Apply criminological theory to create policies and procedures that address specific community problems.
4. Law: Use policies and practices to assist officers and administrators to meet the legal principles and standards applicable to the criminal justice profession.
5. Professionalism: Engage in scholarly discourse with colleagues and practitioners in the field of criminal justice.
6. Ethics: Apply ethical decision-making skills to practices within the field of criminal justice and academic study to demonstrate leadership practices.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

1. If you enroll in the Master of Science in Criminal Justice program you may enroll in no more than one course per term without permission from the Dean of the College of Social and Behavioral Sciences or the Dean's designee.
2. You must follow the below sequence of courses for the first three terms. You may request to test out CJ526 Academic and Professional Communications in Public Safety by completing the

course assessment. Refer to the Types of Credit (p. 25) section for additional information.

Code	Title	Credits
CJ526	Academic and Professional Communications in Public Safety	5
CJ501	Criminological Theory	5
CJ503	Organizational Behavior	5

3. You may not use transfer credit to replace or substitute for core courses unless a waiver is granted by the Dean of the College of Social and Behavioral Sciences. A waiver is issued based upon an evaluation of common learning outcomes. The following courses must be completed at Purdue Global:

Code	Title	Credits
CJ525	Applied Research in Criminal Justice	5
CJ598	Applied Research Project	5

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CJ501	Criminological Theory	5
CJ503	Organizational Behavior	5
CJ505	Critical Issues in Criminal Justice	5
CJ525	Applied Research in Criminal Justice	5
CJ526	Academic and Professional Communications in Public Safety	5
CJ598	Applied Research Project	5

Total Core Requirements	30
Major Requirements	
Major Electives ¹	20
Total Major Requirements	20
Open Elective Requirements	
Open Electives	5
Total Open Elective Requirements	5
TOTAL CREDITS	55

¹ Students may not use more than 10 quarter credit hours of independent study to satisfy elective requirements.

Master of Science in Environmental Policy

(Currently Not Accepting Enrollments)

Description and Outcomes

Effective March 22, 2017 this program will no longer be accepting enrollments or reentries. An alternative program may be available/recommended. Check with an Admissions Advisor.

The Master of Science in Environmental Policy program integrates courses from legal studies, social science, public policy, and leadership into a cross-disciplinary program designed to prepare you to pursue a spectrum of environmental careers in the public and private sectors.

The program offers you the opportunity to study environmental policy and issues from a perspective that explores the interrelationships of people in their natural world, public and private sector business and industry, economics, policy, and politics. The program is designed to prepare you to be an environmental custodian and to responsibly manage the increasingly complex issues of the environment.

You will examine how societal institutions, governmental agencies, lawmakers, businesses, and other organizations respond to and devise solutions to local, regional, national, and global issues regarding environmental and sustainable practices. You will have the opportunity to study topics such as: environmental management and policymaking, the impact of industrialization on the environment, economics and resource availability, regulation and law, ethics, environmental entrepreneurship, sustainability planning, economics of environmental management and sustainability, and the politics of the environment.

The curriculum is designed to be hands on, project oriented, and problem based to provide you with the opportunity to holistically explore the real challenges and issues from a variety of perspectives and propose unique solutions. The goal of the program is to connect theory with practice, collaborate and conduct investigations with professionals from a broad cross-section of disciplines, and develop collaborative skills to solve real-world problems.

Tracks of Study

The Master of Science in Environmental Policy program offers two capstone options as the program's culminating experience: an applied research project or a comprehensive exam. The applied research track helps you develop a better understanding of applied research methods and their application to environmental policy through two applied research courses: LS504 Applied Research in Legal Studies and EM698 Applied Research. At the conclusion of the comprehensive exam track, you must successfully complete a written examination covering the core curriculum courses.

Program Length

The Master of Science in Environmental Policy program consists of a minimum of 55 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Availability

This program is subject to minimum enrollments. If minimum enrollments are not met, you will be asked to enroll in a subsequent term.

Program Outcomes

1. Global Environmentalism: Assess the impact of environmentalism on society.
2. Environmental Management and Sustainability: Develop and evaluate global and local environmental strategies and policies.
3. Environmental Policy and Law: Evaluate environmental law and policies and the direct and indirect costs of environmental regulation, problems, corrective actions, and cost of nonaction.
4. Environmental Leadership and Global Citizenship: Develop management strategies that incorporate environmental compliance standards and achieve organizational missions with consideration of global citizenship and social responsibility.
5. Environmental Interconnectedness: Analyze complex and multidimensional environmental changes to propose solutions.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to [school-specific policies](#) (p. 361) and the [Policy Information](#) (p. 286) section for general Purdue Global policies.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Applied Research Track

Code	Title	Credits
Core Requirements		
EM500	Environmental Foundations and Principles	5
EM520	Environmental Law and Policy	5
EM530	Environmental Risk Assessment II	5
EM650	Environmental Policy Analysis	5
LS504	Applied Research in Legal Studies	5
LS526	Academic and Professional Writing for Graduate Students	5
PP510	Leadership in the Public Sector	5
EM698	Applied Research	5
Total Core Requirements		40
Open Elective Requirements		
Select three General Electives of the following:		15
EM610	Sustainability - Policy and Practice	
EM620	Environmental Project Management	
PP630	Public and Private Partnerships ¹	
PP640	Political and Economic Forces ¹	
SC540	Biology of Pollution	
Total Open Elective Requirements		15
TOTAL CREDITS		55

¹ Students who choose PP630 Public and Private Partnerships or PP640 Political and Economic Forces who do not possess prior learning credit comparable to PP500 Public Administration and Management must take the course in place of an elective.

Comprehensive Exam Track

Code	Title	Credits
Core Requirements		
EM500	Environmental Foundations and Principles	5
EM520	Environmental Law and Policy	5
EM530	Environmental Risk Assessment II	5
EM650	Environmental Policy Analysis	5
LS526	Academic and Professional Writing for Graduate Students	5
PP510	Leadership in the Public Sector	5
EM602	Comprehensive Exam Capstone	5
Total Core Requirements		35
Open Elective Requirements		
Select four General Electives of the following:		20
EM610	Sustainability - Policy and Practice	
EM620	Environmental Project Management	
PP630	Public and Private Partnerships ¹	
PP640	Political and Economic Forces ¹	
SC540	Biology of Pollution	
Total Open Elective Requirements		20
TOTAL CREDITS		55

¹ Students who choose PP630 Public and Private Partnerships or PP640 Political and Economic Forces who do not possess prior learning credit comparable to PP500 Public Administration and Management must take the course in place of an elective.

Master of Science in Homeland Security and Emergency Management

Description and Outcomes

The Master of Science in Homeland Security and Emergency Management program integrates courses from criminal justice, social science, public policy, leadership, and business into a cross-disciplinary program designed to prepare you to pursue a spectrum of careers in the public and private sectors.

The program offers you the opportunity to study homeland security and emergency management policy and issues from a perspective that explores the interrelationships of public and private sector businesses and industries, economics, policy, politics, culture, ideology, psychology, and human dynamics. The program is designed to equip you with the skills and competencies relevant to leaders in the public and private sectors to meet the needs of the highly demanding, dynamic, and complex fields of homeland security and emergency management.

You will examine how societal institutions, governmental agencies, lawmakers, businesses, and other organizations plan and determine viable and sustainable solutions to local, regional, national, and global issues of security and emergency management. You will have the opportunity to study topics such as: technology, economics and resource availability, regulation and law, ethics, entrepreneurship, the politics of security, the dynamics of emergency management, security and policy making, homeland defense, and interagency cooperation.

The curriculum is designed to be hands on, project oriented, and problem based to provide you with the opportunity to explore the real challenges and issues holistically from a variety of perspectives and propose unique solutions. The goal of the program is to connect theory with practice, collaborate and conduct research with professionals from a broad cross-section of disciplines, and develop collaborative skills to solve real-world problems.

Program Length

The Master of Science in Homeland Security and Emergency Management program consists of a minimum of 55 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. **Public Value:** Apply knowledge of practice in homeland security and emergency management to make effective decisions that create public value in diverse and dynamic situations.
2. **Ethical Decision Making:** Evaluate the social and ethical implications of decisions made to protect people and property.
3. **Innovation:** Innovate to address complex and multidimensional homeland security and emergency management global challenges to propose solutions.
4. **Knowledge Base:** Evaluate and apply theoretical foundations, current knowledge, and legal doctrine in homeland security and emergency management.
5. **Diversity:** Assess cultural, individual, and role differences of constituents and stakeholders.

6. **Leadership:** Apply principles of leadership to shape change and improve homeland security and emergency management policy and practices.
7. **Research Methods:** Critically evaluate current qualitative and quantitative research on current knowledge and developing trends in the profession.
8. **Organizational Behavior and Management:** Apply organizational behavior and management theories to day-to-day operations within the profession.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

If you enroll in the Master of Science in Homeland Security and Emergency Management, you may enroll in no more than one course per term without permission from the Dean of the College of Social and Behavioral Sciences or the Dean's designee.

You must follow the below sequence of courses for the first two terms. You may request to test out of CJ526 Academic and Professional Communications in Public Safety by completing the course assessment prior to the first term of study. Refer to the Types of Credit (p. 25) section for additional information.

Code	Title	Credits
CJ526	Academic and Professional Communications in Public Safety	5
HM500	Crisis and Emergency Management Fundamentals	5

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon

program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
CJ509	Comparative Criminal Justice Systems	5
CJ513	Critical Issues in Terrorism	5
CJ525	Applied Research in Criminal Justice	5
CJ526	Academic and Professional Communications in Public Safety	5
HM500	Crisis and Emergency Management Fundamentals	5
HM501	Homeland Security Policies, Principles, Procedures, and Plans	5
HM502	Risk, Vulnerability, and Capability Assessment Methods	5
HM503	Planning and Operations in Crisis and Emergency Management	5
HM510	Mitigation and Preparedness Issues for Emergency Management	5
HM540	Crisis Intervention	5
HM598	Applied Research Project Capstone	5
Total Program Requirements		55
TOTAL CREDITS		55

Master of Science in Human Services

Description and Outcomes

The Master of Science in Human Services program is designed for professionals who are committed to improving the quality of life for all people in the growing field of human services in the twenty-first century. The curriculum prepares human services professionals for leadership positions and to become advocates for change. The curriculum focuses on the delivery of services, accessibility, the design, implementation, and evaluation of interventions, as well as the planning, administration, and coordination of programs.

This program adheres to the curriculum standards of the Council of Standards in Human Service Education; however, it is not accredited by this agency.

Refer to the Certification, State Board, and National Board Exams (p. 372) section for important program disclosure information.

Concentrations

You will select one of two concentrations: family and community services or organizational and social services. You will complete both core courses and concentration courses, which will provide a comprehensive education in theory and practice. You will work on developing critical thinking and problem-solving skills that will assist you in meeting your personal and professional goals in the chosen specialization area.

The family and community services concentration addresses the complexities of the roles involved in developing and administering services for children and families. Emphasis on human development, resiliency, family theories, and advocacy will be the foundation of this program.

The organizational and social services concentration is designed to prepare you with the knowledge and skills to work with diverse funding sources, influence policy, supervise staff, and to develop and administer programs and interventions that address the needs within communities.

In any of the concentrations, you may elect to complete an internship, which is an important component to help gain relevant skills and experience in the field. You should consult with your Student Advisor to determine how the internship option fits with your career goals.

Program Length

The Master of Science in Human Services consists of a minimum 45 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Knowledge Base: Examine broad organizational roles and functions, and various methods of advocacy.
2. Historical Impact: Explore the history of the human services profession, and the impact of past and present policies and legislation.
3. Theory: Apply appropriate strategies using a theoretical and philosophical framework built on values of the human services profession.
4. Research: Assess information related to service delivery, including data analysis, and the interpretation and evaluation of findings.

5. Values, Ethical Practices, and Self-Care: Evaluate personal expectations, values, ethics, and self-care strategies as they relate to professional practice.
6. Critical Thinking: Analyze scope of populations served and appropriate methods of service delivery based on individual needs.
7. Application: Apply skills, strategies, and knowledge related to design, implementation, and evaluation of human services programs.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Human Services program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Accelerated Master of Science in Human Services Option

Students enrolled in one of the following programs have the option of completing the accelerated Master of Science in Human Services option while they earn their bachelor's degree:

- Bachelor of Science in Communication
- Bachelor of Science in Corrections
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Early Childhood Administration
- Bachelor of Science in Early Childhood Development
- Bachelor of Science in Environmental Policy and Management
- Bachelor of Science in Fire and Emergency Management
- Bachelor of Science in Fire Science
- Bachelor of Science in Human Services
- Bachelor of Science in Human Services in Youth/Family Services and Administration
- Bachelor of Science in Legal Studies
- Bachelor of Science in Legal Support and Services
- Bachelor of Science in Paralegal Studies
- Bachelor of Science in Psychology
- Bachelor of Science in Psychology in Addictions
- Bachelor of Science in Psychology in Applied Behavior Analysis
- Bachelor of Science in Psychology in Industrial/Organizational Psychology

If you are a graduate of one of the above-listed programs, are granted admission to the Master of Science in Human Services program, and meet the requirements for the accelerated option, you will have the

following courses transferred in and will matriculate into a shortened version of the master's degree program:

Code	Title	Credits
HN501	Human Development and Human Behavior in Context	5
HN502	History, Multiculturalism, and Diversity in Human Services	5
HN510	Professional Ethics and Personal Values	5

Progression Requirements

- The grade of "C" is the minimum acceptable grade for courses in the Master of Science in Human Services program. If you earn a grade of "F" in a course, you must immediately retake the course. You may only take a course twice and must earn the required grade of "C" or higher. Failure to earn the required grade will result in dismissal from Purdue Global after the second attempt.
- You may not use transfer credit to replace the following courses:

Code	Title	Credits
HN501	Human Development and Human Behavior in Context	5
HN502	History, Multiculturalism, and Diversity in Human Services	5
HN599	Master's Capstone in Human Services	5

You must complete these courses at the University.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The Master of Science in Human Services program is a member of the Council for Standards in Human Service Education (CSHSE); however, it is not accredited by this agency.

The program is designed to prepare you academically to pursue a variety of careers in the field or in related fields and to pursue advanced

education. The coursework in this program fulfills the requirements to sit for the exam to become a Human Services—Board Certified Practitioner (HS-BCP™). Please note that you must meet post-degree experience requirements in order to earn the HS-BCP credential.

The Center for Credentialing & Education can be contacted at:

3 Terrace Way
Greensboro, NC 27403-3660
Tel: 336.482.2856

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
HN501	Human Development and Human Behavior in Context	5
HN502	History, Multiculturalism, and Diversity in Human Services	5
HN505	Skills and Practice in Human Services	5
HN510	Professional Ethics and Personal Values	5
HN599	Master's Capstone in Human Services	5
Select one of the following:		5
HN598	Master's Internship in Human Services	
Open Elective		
Total Core Requirements		30
Open Elective Requirements		
Concentration Courses (see below)		15
Total Open Elective Requirements		15
TOTAL CREDITS		45

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Family and Community Services

Code	Title	Credits
HN520	Family Resilience Across the Life Span	5
HN521	Developing and Delivering Family Services	5
HN522	Advocacy for Children and Families	5
TOTAL CREDITS		15

Organizational and Social Services

Code	Title	Credits
HN530	Research, Grant Writing, and Funding	5
HN531	Program Development and Administration	5
HN532	Organizational Nonprofit Management	5
TOTAL CREDITS		15

Master of Science in Legal Studies

Description and Outcomes

The Master of Science in Legal Studies program is designed to provide a solid foundation in legal doctrine and concepts while developing and refining your ability to identify and analyze legal issues. The program highlights the foundations of the American legal system, process and procedure, dispute resolution, legal research and writing, legal reasoning and analysis, ethical decision making, jurisprudence and legal history, and substantive law in selected areas. If you are not interested in practicing law, but want to develop a better understanding of the law as it affects your career or other areas of interest, this may be the program for you. The program in legal studies does not prepare you for the practice of law, and you are not eligible to sit for any state's bar examination based solely on your completion of this program.

Upon graduation, you could pursue career opportunities in law and law-related fields, government, or business, or may use the background knowledge gained through this degree to prepare for further graduate study.

Tracks of Study

The Master of Science in Legal Studies program offers two capstone options as the program's culminating experience: an applied research project or a comprehensive exam. The applied research track could help you develop a better understanding of applied research methods and their application to legal studies through two applied research courses: LS504 Applied Research in Legal Studies and LS698 Applied Research. At the conclusion of the comprehensive exam track, you must successfully complete a written examination covering the core curriculum courses.

Program Length

The Master of Science in Legal Studies program consists of a minimum of 55 quarter credit hours. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. Legal Principles: Apply legal principles and concepts to the analysis of complex social, political, and economic issues.
2. Ethics: Reflect on the ethical and moral implications of the law and legal processes.
3. Leadership: Apply principles of leadership to shape change and improve the application and direction of the law and the legal system in relation to institutions or society.
4. Reflective Practice: Utilize the skills of a reflective practitioner to analyze and solve problems within a professional context.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Legal Studies program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Accelerated Master of Science in Legal Studies Option

Students enrolled in one of the following programs have the option of completing the accelerated Master of Science in Legal Studies option while they earn their bachelor's degree:

- Bachelor of Science in Communication
- Bachelor of Science in Corrections
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Early Childhood Administration
- Bachelor of Science in Early Childhood Development
- Bachelor of Science in Environmental Policy and Management
- Bachelor of Science in Fire and Emergency Management
- Bachelor of Science in Fire Science
- Bachelor of Science in Human Services
- Bachelor of Science in Human Services in Youth/Family Services and Administration
- Bachelor of Science in Legal Studies
- Bachelor of Science in Legal Support and Services
- Bachelor of Science in Paralegal Studies
- Bachelor of Science in Psychology
- Bachelor of Science in Psychology in Addictions
- Bachelor of Science in Psychology in Applied Behavior Analysis
- Bachelor of Science in Psychology in Industrial/Organizational Psychology

If you are a graduate of one of the above-listed programs, are granted admission to the Master of Science in Legal Studies program, and meet the requirements for the accelerated option, you will have the following courses transferred in and will matriculate into a shortened version of the master's degree program:

Code	Title	Credits
LS500	Legal Methods and Process	5
LS501	Ethics and the Professional	5
LS502	Legal Research, Analysis, and Writing	5
LS503	Jurisprudence and Legal History	5

Progression Requirements

Comprehensive Exam Track

You must successfully complete LS602 Comprehensive Exam Capstone, a written course covering the core curriculum and concentration courses. You will have the opportunity to take the comprehensive examination course one time after successful completion of all academic program requirements.

The comprehensive examination course consists of four comprehensive questions to which you write four research papers. Each paper will be evaluated by three terminally degreed legal studies instructors. A passing score must be earned from two out of three faculty members on all

four questions. Should you not earn a passing score on any part of the four papers, you will receive grading feedback and be allowed to revise and resubmit the paper(s) one time during the term. If you fail any of the four revised papers, you will fail the comprehensive examination course and you will be academically dismissed from the program. If you experience extenuating circumstances, you may appeal to the Dean (or designee) to retake the course. Students who are approved to retake the comprehensive examination will only be allowed to retake the course one time.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Applied Research Track

Code	Title	Credits
Core Requirements		
LS500	Legal Methods and Process	5
LS501	Ethics and the Professional	5
LS502	Legal Research, Analysis, and Writing	5
LS503	Jurisprudence and Legal History	5
LS504	Applied Research in Legal Studies	5
LS526	Academic and Professional Writing for Graduate Students	5
LS698	Applied Research ¹	5
Select one core elective of the following:		5
LS506	Understanding Civil Responsibility	
LS507	Understanding Criminal Responsibility	
LS508	Family and the Legal System	
LS509	Contracts as Private Law	
Total Core Requirements		40
Open Elective Requirements		

500/600 Level	Legal Studies Electives	15
Total Open Elective Requirements		15
TOTAL CREDITS		55

¹ LS698 Applied Research combines research and writing skills with application in a professional setting. This is a capstone course.

Comprehensive Exam Track

Code	Title	Credits
Core Requirements		
LS500	Legal Methods and Process	5
LS501	Ethics and the Professional	5
LS502	Legal Research, Analysis, and Writing	5
LS503	Jurisprudence and Legal History	5
LS526	Academic and Professional Writing for Graduate Students	5
LS602	Comprehensive Exam Capstone	5
Select one core elective of the following:		5
LS506	Understanding Civil Responsibility	
LS507	Understanding Criminal Responsibility	
LS508	Family and the Legal System	
LS509	Contracts as Private Law	
Total Core Requirements		35
Open Elective Requirements		
500/600 Level	Legal Studies Electives	20
Total Open Elective Requirements		20
TOTAL CREDITS		55

Master of Science in Psychology

Description and Outcomes

The Master of Science in Psychology program provides you with a unique opportunity to balance the rich tradition of the past with exciting contemporary applications of psychology. The curriculum focuses on the processes that underlie the individual human experience and behavior, and core knowledge, theories, and research in the discipline.

Refer to the Certification, State Board, and National Board Exams (p. 377) section for important program disclosure information.

Concentrations

You will select one of four areas of concentration: general psychology, addictions, applied behavior analysis, or industrial/organizational psychology. You will complete both master's-level core courses and concentration courses, which provide a comprehensive education in psychological theory and practice, and work on developing critical thinking and problem-solving skills to assist you in meeting your personal and professional goals in the chosen concentration area.

The general psychology concentration is designed to expose you to a generalist approach to the broad field of psychology. This concentration addresses current broad paradigms such as behavioral approaches, neuropsychological perspectives and technologies, issues in psychopathology, and current and historical information in the area of cognitive psychology. In addition, you will gain knowledge in the use of qualitative analysis, thereby building on your knowledge base of the basic "tools" involved in the scientific approach to understanding psychology.

The addictions concentration provides you with the opportunity to study the principles of addictions counseling, group counseling, psychopharmacology, and co-occurring disorders. Theories are taught with an emphasis on application so that you understand how to use your knowledge to help clients toward recovery.

The applied behavior analysis concentration provides an opportunity to gain knowledge of special populations such as the developmentally disabled, the autistic, and individuals with traumatic brain injury. Courses in this concentration emphasize an understanding and application of the behavioral concepts and theories, as well as the development of both assessment and intervention skills.

The industrial/organizational psychology concentration is designed for working professionals who seek to broaden their knowledge and apply the principles of industrial/organizational (I/O) psychology in business and organizational settings. The program offers a rigorous exploration of the theories, methods, and practice of industrial/organizational psychology. Specifically, you will explore workplace motivation and attitudes, employee training, evaluation and leadership, organizational behavior, and human resource management.

Tracks of Study

In any of the concentrations, you may elect to complete a thesis as the program's culminating experience or choose the comprehensive exam option. The thesis track contains two thesis development courses and extends the program by at least one term. A thesis is not required; however, you should consult with your Student Advisor to determine how the thesis option fits with your career goals.

Program Length

The Master of Science in Psychology program consists of a minimum of 60, 65, 70, or 75 quarter credit hours, depending on your track of study. Upon successful completion of the program, you will be awarded a master of science degree.

Program Outcomes

1. **Disciplinary Knowledge and Skills:** Understand how contemporary theories relate to real-world situations in various psychology professions in the selected area of concentration.
2. **Critical Thinking and Problem Solving:** Critically evaluate and apply psychological theories, as well as theories from the selected area of concentration, and concepts to various client-based situations within the field of psychology.
3. **Research and Application:** Apply theoretical and conceptual foundations of psychology as they relate to the selected area of concentration to arrive at evidence-based professional practice strategies.
4. **Professionalism and Ethics:** Apply ethical, legal, individual, and sociocultural standards and guidelines set forth within the selected area of concentration and field of psychology.

Professional Competencies

In addition to the discipline-specific outcomes, professional competencies are integrated throughout your academic program. You can review the professional competencies associated with your academic program in the graduate School of General Education (p. 287) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Policy information specific to the Master of Science in Psychology program is noted below.

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Accelerated Master of Science in Psychology Option

Students enrolled in one of the following programs have the option of completing the accelerated Master of Science in Psychology option while they earn their bachelor's degree:

- Bachelor of Science in Communication
- Bachelor of Science in Corrections
- Bachelor of Science in Criminal Justice
- Bachelor of Science in Early Childhood Administration
- Bachelor of Science in Early Childhood Development
- Bachelor of Science in Environmental Policy and Management
- Bachelor of Science in Fire and Emergency Management
- Bachelor of Science in Fire Science
- Bachelor of Science in Human Services
- Bachelor of Science in Human Services in Youth/Family Services and Administration

- Bachelor of Science in Legal Studies
- Bachelor of Science in Legal Support and Services
- Bachelor of Science in Paralegal Studies
- Bachelor of Science in Psychology
- Bachelor of Science in Psychology in Addictions
- Bachelor of Science in Psychology in Applied Behavior Analysis
- Bachelor of Science in Psychology in Industrial/Organizational Psychology

If you are a graduate of one of the above-listed programs, are granted admission to the Master of Science in Psychology program, and meet the requirements for the accelerated option, you will have the following courses transferred in and will matriculate into a shortened version of the master's degree program:

Applied Behavior Analysis

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5

General Psychology and Industrial/Organizational Psychology

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS502	Ethics and Standards of Professional Psychology	5
PS504	Advanced Research Methods	5
PS506	Life Span Development	5

Addictions

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS504	Advanced Research Methods	5
PS506	Life Span Development	5
PS508	Ethics for Addictions Professionals	5

Applied Behavior Analysis, Addictions, and Industrial/Organizational Psychology Application Requirements

Prior to enrolling in the Master of Science in Psychology program with an applied behavior analysis, addictions, or industrial/organizational psychology concentration requiring a practicum or field placement rotation, you must provide notice of intent to enroll in practicum/field placement courses 3 months prior to the beginning of the term in which you wish to enroll. Notification must be submitted to the Behavioral and Social Sciences Clinical Placement Department using the appropriate application form. Applications that are not complete will not be accepted.

Progression Requirements

1. The grade of "C" is the minimum acceptable grade for courses in the Master of Science in Psychology program. If you earn a grade of "F" in a course, you must immediately retake the course. You may only take a course twice and must earn the required grade of "C" or higher. Failure to earn the required grade will result in dismissal from Purdue Global after the second attempt.
2. You can enroll in no more than three courses per term.
3. You may not use transfer credit to replace the following courses:

Code	Title	Credits
PS501	Foundations of Professional Psychology	5
PS535	Addictions Practicum I	5
PS545	Industrial/Organizational Field Placement	5
PS555	Applied Behavior Analysis Practicum	5
PS600	Comprehensive Exam	5
PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5

You must complete these courses at the University. If you are a graduate of the University's Bachelor of Science in Psychology program, you may substitute transfer credit to replace PS501 Foundations of Professional Psychology.

4. You must declare your choice of thesis or comprehensive exam track by the end of the second term.

Comprehensive Exam Track

You must successfully complete PS600 Comprehensive Exam, a written course covering the core curriculum and concentration courses. You will have the opportunity to take the comprehensive examination course one time after successful completion of all academic program requirements.

The comprehensive examination course consists of three questions and shall be evaluated by three terminally degreed psychology instructors. A passing score must be earned from two out of three faculty members on all three questions. Should you not earn a passing score on any part of the three papers, you will receive grading feedback and be allowed to revise and resubmit the paper(s) one time during the term. If you fail any of the three revised papers, you will fail the comprehensive examination course and you will be academically dismissed from the program. If you experience extenuating circumstances, you may appeal to the Dean (or designee) to retake the course. Students who are approved to retake the comprehensive examination will only be allowed to retake the course one time.

Thesis Track

You will be required to develop and submit, in writing, a formal proposal for research in psychology to your chosen thesis committee, which is made up of a chairperson and two additional members, all of whom must be terminally degreed psychology faculty members from Purdue Global. It is acceptable to have one terminally degreed faculty member from outside the University's psychology program or from an outside, regionally accredited institution of higher learning with the approval of the Chair of the Master of Science in Psychology program.

Subsequent to the proposal, you will submit the final draft of your research project to the thesis committee for review and orally present your results during a scheduled thesis defense hearing. The research report shall be prepared according to the University's guidelines and the final, approved product shall be submitted to appropriate personnel for binding and acquisition.

You will take PS601 Master's Research and Thesis I and PS602 Master's Research and Thesis II, 10-week courses designed to allow you to begin the first steps of your thesis design and complete your thesis. Should you feel you are unable to complete the prescribed requirements for either course in 10 weeks, you must contact your Student Advisor in order to gain an extension in the course. An extension is granted by enrolling in PS601A Master's Research and Thesis I or PS602A Master's Research

and Thesis II, and enrollment in these courses will only be granted at the discretion of the Dean of the College of Social and Behavioral Sciences and the Chair of your thesis committee.

If an extension is granted, the University will not charge tuition for PS601A Master's Research and Thesis I or PS602A Master's Research and Thesis II, but you will be required to pay the normal technology fee.

If you are unable to complete PS601 Master's Research and Thesis I or PS602 Master's Research and Thesis II, you will be permitted to enter the comprehensive exam track.

Practicum or Field Placement Requirements

If you are enrolling in a program that requires completion of a practicum or field placement, you are responsible for locating a site in which to complete those hours. You are also required to complete a practicum or field placement orientation. You must complete all prepracticum or prefield placement requirements and have permission of the Clinical Placement Team in order to enroll in a course that includes completion of practicum or field placement hours. A list of requirements is available from the Clinical Placement Team.

Addictions Concentration

If you are enrolled in the addictions concentration, you will take PS535 Addictions Practicum I and PS536 Addictions Practicum II. If you feel that you may not be able to complete the PS535 Addictions Practicum I prescribed requirements in 10 weeks, you must contact the Clinical Placement Team in order to receive an extension in the course. If an extension is granted, you will enroll in PS559 Practicum Field Placement Extension which will allow you 10 extra weeks to complete the requirements of PS535 Addictions Practicum I. Enrollment in this course will only be granted at the discretion of the College of Social and Behavioral Sciences.

If you feel that you may not be able to complete the PS536 Addictions Practicum II prescribed requirements in 10 weeks, you must contact the Clinical Placement Team in order to gain an extension in the course. If an extension is granted, you will enroll in PS559 Practicum Field Placement Extension, which will allow you 10 extra weeks to complete the requirements of PS536 Addictions Practicum II. Enrollment in this course will only be granted at the discretion of the College of Social and Behavioral Sciences.

Applied Behavior Analysis Concentration

If you feel that you may not be able to complete the PS555 Applied Behavior Analysis Practicum prescribed requirements in 10 weeks, you must contact the Clinical Placement Team in order to gain an extension in the course. If an extension is granted, you will enroll in PS559 Practicum Field Placement Extension which will allow you 10 extra weeks to complete the requirements of PS555 Applied Behavior Analysis Practicum. Enrollment in this course will only be granted at the discretion of the College of Social and Behavioral Sciences.

Industrial/Organizational Psychology Concentration

If you feel that you may not be able to complete the PS545 Industrial/Organizational Field Placement prescribed requirements in 10 weeks, you must contact the Clinical Placement Team in order to gain an extension in the course. If an extension is granted, you will enroll in PS559 Practicum Field Placement Extension, which will allow you 10 extra weeks to complete the requirements of PS545 Industrial/Organizational Field Placement. Enrollment in this course will only be granted at the discretion of the College of Social and Behavioral Sciences.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Master of Science in Psychology program do not guarantee or prepare you for state licensure in any state upon graduation.

Applied Behavior Analysis Concentration

The Behavior Analyst Certification Board[®], Inc., (BACB[®]) has verified the Purdue Global course sequence as meeting the coursework requirements for eligibility to take the Board Certified Behavior Analyst[®] Examination.

Applicants will have to meet additional requirements to qualify.

The BACB can be contacted at:

Behavior Analyst Certification Board
8051 Shaffer Parkway
Littleton, CO 80127
Tel: 720.438.4321

Addictions Concentration

The online Master of Science in Psychology with a concentration in addictions is accredited by the National Addiction Studies Accreditation Commission (NASAC). The NASAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.562.0211
Website: <http://nasacaccreditation.org>

The NAADAC (Association for Addiction Professionals) has designated Purdue Global as an Approved Education Provider for meeting nationally approved standards of education for the alcoholism and drug abuse counseling field. Students who complete the Master of Science in Psychology with a concentration in addictions program will meet the coursework requirements to take the National Certification Commission

for Addiction Professionals' Master Addictions Counselor (MAC) certification examination.

Note that additional requirements must also be completed to take the MAC examination, including degree, field experience, and licensure requirements. Refer to <http://www.naadac.org/ncc-ap> for full eligibility requirements.

The NAADAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.741.7686
Website: <http://naadac.org>

Degree Plan

Thesis Track Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Addictions

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS508	Ethics for Addictions Professionals	5
PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses		35
Total Open Elective Requirements		35
Concentration Requirements: Addictions		
PS511	Chemical and Psychological Dependency Counseling	
PS516	Psychopharmacology	
PS521	Group Counseling	
PS526	Advanced Addictions Counseling	
PS531	Co-Occurring Disorders and Treatments	
PS535	Addictions Practicum I	
PS536	Addictions Practicum II	
TOTAL CREDITS		75

Applied Behavior Analysis - Nonpracticum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS507	Ethics for Behavior Analysts	5

PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses		25
Total Open Elective Requirements		25
Concentration Requirements: Applied Behavior Analysis - Nonpracticum		
PS512	Research Design in Applied Behavior Analysis	
PS517	Advanced Principles of Applied Behavior Analysis	
PS522	Behavioral Measures and Interpretation of Data	
PS527	Implementing Behavioral Change	
PS532	Clinical Applications of Applied Behavior Analysis	
TOTAL CREDITS		65

Applied Behavior Analysis - Practicum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS507	Ethics for Behavior Analysts	5
PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses		30
Total Open Elective Requirements		30
Concentration Requirements: Applied Behavior Analysis - Practicum		
PS512	Research Design in Applied Behavior Analysis	
PS517	Advanced Principles of Applied Behavior Analysis	
PS522	Behavioral Measures and Interpretation of Data	
PS527	Implementing Behavioral Change	
PS532	Clinical Applications of Applied Behavior Analysis	
PS555	Applied Behavior Analysis Practicum	
TOTAL CREDITS		70

General Psychology

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5

PS502	Ethics and Standards of Professional Psychology	5
or PS507	Ethics for Behavior Analysts	
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses		25
Total Open Elective Requirements		25
Concentration Requirements: General Psychology		
PS510	Qualitative Analysis	
PS515	Learning and Behavior	
PS520	Neuropsychology	
PS525	Foundations of Psychopathology	
PS530	Cognitive Psychology	
TOTAL CREDITS		65

Industrial/Organizational Psychology - Nonpracticum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS502	Ethics and Standards of Professional Psychology	5
or PS507	Ethics for Behavior Analysts	
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses		25
Total Open Elective Requirements		25
Concentration Requirements: Industrial/Organizational Psychology - Nonpracticum		
PS540	Industrial/Organizational Theory and Development	
PS541	Organizational Management and Behavior	
PS542	Workplace Motivation and Attitudes	
PS543	Organizational Leadership - Management, Training, and Evaluation	
PS544	Human Resources Management	
TOTAL CREDITS		65

Industrial/Organizational Psychology - Practicum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5

PS502	Ethics and Standards of Professional Psychology	5
or PS507	Ethics for Behavior Analysts	
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS601	Master's Research and Thesis I	5
PS602	Master's Research and Thesis II	5
Total Core Requirements		40
Open Elective Requirements		
Concentration Courses		30
Total Open Elective Requirements		
Concentration Requirements: Industrial/Organizational Psychology - Practicum		
PS540	Industrial/Organizational Theory and Development	
PS541	Organizational Management and Behavior	
PS542	Workplace Motivation and Attitudes	
PS543	Organizational Leadership - Management, Training, and Evaluation	
PS544	Human Resources Management	
PS545	Industrial/Organizational Field Placement	
TOTAL CREDITS		70

Comprehensive Exam Track

Addictions

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS508	Ethics for Addictions Professionals	5
PS600	Comprehensive Exam	5
Total Core Requirements		35
Open Elective Requirements		
Concentration Courses		35
Total Open Elective Requirements		35
Concentration Requirements: Addictions		
PS511	Chemical and Psychological Dependency Counseling	
PS516	Psychopharmacology	
PS521	Group Counseling	
PS526	Advanced Addictions Counseling	
PS531	Co-Occurring Disorders and Treatments	
PS535	Addictions Practicum I	
PS536	Addictions Practicum II	
TOTAL CREDITS		70

Applied Behavior Analysis - Nonpracticum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS507	Ethics for Behavior Analysts	5
PS600	Comprehensive Exam	5
Total Core Requirements		35
Open Elective Requirements		
Concentration Courses		25
Total Open Elective Requirements		25
Concentration Requirements: Applied Behavior Analysis - Nonpracticum		
PS512	Research Design in Applied Behavior Analysis	
PS517	Advanced Principles of Applied Behavior Analysis	
PS522	Behavioral Measures and Interpretation of Data	
PS527	Implementing Behavioral Change	
PS532	Clinical Applications of Applied Behavior Analysis	
TOTAL CREDITS		60

Applied Behavior Analysis - Practicum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS507	Ethics for Behavior Analysts	5
PS600	Comprehensive Exam	5
Total Core Requirements		35
Open Elective Requirements		
Concentration Courses		30
Total Open Elective Requirements		30
Concentration Requirements: Applied Behavior Analysis - Practicum		
PS512	Research Design in Applied Behavior Analysis	
PS517	Advanced Principles of Applied Behavior Analysis	
PS522	Behavioral Measures and Interpretation of Data	
PS527	Implementing Behavioral Change	
PS532	Clinical Applications of Applied Behavior Analysis	

Code	Title	Credits
PS555	Applied Behavior Analysis Practicum	
TOTAL CREDITS		65

General Psychology

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS502	Ethics and Standards of Professional Psychology	5
or PS507	Ethics for Behavior Analysts	
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS600	Comprehensive Exam	5
Total Core Requirements		35
Open Elective Requirements		
Concentration Courses		25
Total Open Elective Requirements		25
Concentration Requirements: General Psychology		
PS510	Qualitative Analysis	
PS515	Learning and Behavior	
PS520	Neuropsychology	
PS525	Foundations of Psychopathology	
PS530	Cognitive Psychology	
TOTAL CREDITS		60

Industrial/Organizational Psychology - Nonpracticum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS502	Ethics and Standards of Professional Psychology	5
or PS507	Ethics for Behavior Analysts	
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS600	Comprehensive Exam	5
Total Core Requirements		35
Open Elective Requirements		
Concentration Courses		25
Total Open Elective Requirements		25
Concentration Requirements: Industrial/Organizational Psychology - Nonpracticum		
PS540	Industrial/Organizational Theory and Development	
PS541	Organizational Management and Behavior	
PS542	Workplace Motivation and Attitudes	
PS543	Organizational Leadership - Management, Training, and Evaluation	

PS544	Human Resources Management	
TOTAL CREDITS		60

Industrial/Organizational Psychology - Practicum

Code	Title	Credits
Core Requirements		
PS501	Foundations of Professional Psychology	5
MM570	Applied Statistics for Psychology	5
PS502	Ethics and Standards of Professional Psychology	5
or PS507	Ethics for Behavior Analysts	
PS504	Advanced Research Methods	5
PS505	Testing, Measurement, and Assessment	5
PS506	Life Span Development	5
PS600	Comprehensive Exam	5
Total Core Requirements		35
Open Elective Requirements		
Concentration Courses		30
Total Open Elective Requirements		30
Concentration Requirements: Industrial/Organizational Psychology - Practicum		
PS540	Industrial/Organizational Theory and Development	
PS541	Organizational Management and Behavior	
PS542	Workplace Motivation and Attitudes	
PS543	Organizational Leadership - Management, Training, and Evaluation	
PS544	Human Resources Management	
PS545	Industrial/Organizational Field Placement	
TOTAL CREDITS		65

Graduate Certificate in Addictions

Description and Outcomes

The Graduate Certificate in Addictions program is designed to provide you with the requisite knowledge to pursue employment and career advancement as an addiction professional. Courses focus on chemical and psychological dependency counseling, advanced addictions counseling, group counseling, psychopharmacology, and co-occurring disorders, with an emphasis on application.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Graduate Certificate in Addictions program consists of a minimum of 40 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

Apply contemporary theories and information technologies to real-world situations, and engage in research in the focal area(s) of the science of psychology.

Analyze and apply theoretical and conceptual foundations of psychology to arrive at appropriate professional practice strategies. Evaluate ethical, legal, individual, and sociocultural implications of decisions within the field of psychology.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Progression Requirements

If you are enrolled in the Graduate Certificate in Addictions, you will take PS535 Addictions Practicum I and PS536 Addictions Practicum II. If you feel that you may not be able to complete the PS535 Addictions Practicum I prescribed requirements in 10 weeks, you must contact the Clinical Placement Team in order to receive an extension in the course. If an extension is granted, you will enroll in PS559 Practicum Field Placement Extension, which will allow you 10 extra weeks to complete the requirements of PS535 Addictions Practicum I. Enrollment in this course will only be granted at the discretion of the College of Social and Behavioral Sciences.

If you feel that you may not be able to complete the PS536 Addictions Practicum II prescribed requirements in 10 weeks, you must contact the Clinical Placement Team in order to gain an extension in the course. If an extension is granted, you will enroll in PS559 Practicum Field Placement Extension, which will allow you 10 extra weeks to complete the requirements of PS536 Addictions Practicum II. Enrollment in this course will only be granted at the discretion of the College of Social and Behavioral Sciences.

If you enroll in a College of Social and Behavioral Sciences certificate program, you will have all course-level prerequisites waived.

You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location

preferences and meets program requirements. You are required to speak with the Clinical Placement Team to determine your exact responsibilities and process for site selection.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Graduate Certificate in Addictions program do not guarantee or prepare you for state licensure in any state upon graduation.

The online Graduate Certificate in Addictions is accredited by the National Addiction Studies Accreditation Commission (NASAC). The NASAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.562.0211
Website: <http://nasacaccreditation.org>

The NAADAC (Association for Addiction Professionals) has designated Purdue Global as an Approved Education Provider for meeting nationally approved standards of education for the alcoholism and drug abuse counseling field. Students who complete the Graduate Certificate in Addictions will meet the coursework requirements to take the National Board of Certified Counselors' Master Addictions Counselor (MAC) certification examination.

Note that additional requirements must also be completed to take the MAC examination, including degree, field experience, and licensure requirements. Refer to <http://www.naadac.org/ncc-ap> for full eligibility requirements.

The NAADAC can be contacted at:

44 Canal Center Plaza, Suite 301
Alexandria, VA 22314
Tel: 703.741.7686

Website: <http://naadac.org>

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
PS508	Ethics for Addictions Professionals	5
PS511	Chemical and Psychological Dependency Counseling	5
PS516	Psychopharmacology	5
PS521	Group Counseling	5
PS526	Advanced Addictions Counseling	5
PS531	Co-Occurring Disorders and Treatments	5
PS535	Addictions Practicum I	5
PS536	Addictions Practicum II	5
Total Core Requirements		40
TOTAL CREDITS		40

Graduate Certificate in Industrial/Organizational Psychology

Description and Outcomes

The Graduate Certificate in Industrial/Organizational Psychology is designed for working professionals who seek to broaden their knowledge and apply the principles of industrial/organizational (I/O) psychology in business and organizational settings. The program offers a rigorous exploration of the theories, methods, and practice of I/O psychology. Specifically, you will explore workplace motivation and attitudes, employee training, evaluation and leadership, organizational behavior, and human resource management.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Graduate Certificate in Industrial/Organizational Psychology program consists of a minimum of 30 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. Apply contemporary theories and information technologies to real-world situations, and engage in research in the focal area(s) of the science of psychology.
2. Analyze and apply theoretical and conceptual foundations of psychology to arrive at appropriate professional practice strategies.
3. Evaluate ethical, legal, individual, and sociocultural implications of decisions within the field of psychology.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

Prior to enrollment, you must submit an unofficial transcript indicating receipt of a bachelor's degree from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you enroll in a College of Social and Behavioral Sciences certificate program, you will have all course-level prerequisites waived.

You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the Clinical Placement Team to determine your exact responsibilities and process for site selection.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
PS540	Industrial/Organizational Theory and Development	5
PS541	Organizational Management and Behavior	5
PS542	Workplace Motivation and Attitudes	5
PS543	Organizational Leadership - Management, Training, and Evaluation	5
PS544	Human Resources Management	5
PS545	Industrial/Organizational Field Placement	5
Total Core Requirements		30
TOTAL CREDITS		30

Postgraduate Certificate in Applied Behavior Analysis

Description and Outcomes

The Postgraduate Certificate in Applied Behavior Analysis program emphasizes the understanding of behavioral concepts and theories as well as their application to special populations. If you are interested in expanding your knowledge of applied behavior analysis in order to meet the coursework requirements for eligibility to take the Board Certified Behavior Analyst[®] Examination, consider this certificate program.

Please refer to the website of the Behavior Analyst Certification Board (<http://www.bacb.com>)[®], Inc., for full eligibility requirements as well as the Certification, State Board, and National Board Exams (p. 385) section for important program disclosure information.

Qualified credits earned in fulfillment of this certificate program may be transferable to certain Purdue Global degree programs.

Program Length

The Postgraduate Certificate in Applied Behavior Analysis program consists of a minimum of 35 quarter credit hours. Upon successful completion of the program, you will be awarded a certificate.

Program Outcomes

1. **Disciplinary Knowledge and Skills:** Understand how behavioral theories relate to real-world situations with assessment and intervention treatment procedures in applied behavior analysis.
2. **Critical Thinking and Problem Solving:** Critically evaluate and relate psychological and behavioral theories and concepts to various situations within the field of applied behavior analysis.
3. **Apply evidenced-based theoretical and conceptual foundations** of applied behavior analysis to arrive at appropriate professional practice strategies.
4. **Understand and apply legal, ethical, individual, cultural, and social validity standards and guidelines** set forth within the field of applied behavior analysis.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Admissions Requirements

You must meet the below admissions requirements in addition to Purdue Global's general requirements (p. 18).

To enroll in the Postgraduate Certificate in Applied Behavior Analysis, you must possess a minimum of a graduate degree (e.g., master's or doctoral) in an acceptable field of study from an acceptable accredited institution. Acceptable fields of study are behavior analysis, education, or psychology. Prior to enrollment, you must submit an unofficial transcript indicating receipt of a master's or doctoral degree in behavior analysis, education, or psychology from an accredited institution. By the end of the first term, you must provide the University with an official copy of the transcript. Any student who earned a graduate degree outside of the U.S. must first check the qualifying institutions list through the Behavior Analyst Certification Board to see if both their degree and institution have

been listed as approved. Please go to the following site for instructions: <http://bacb.com/qualifying-institutions>.

Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

If you enroll in a College of Social and Behavioral Sciences certificate program, you will have all course-level prerequisites waived.

You are responsible for participating in locating, selecting, and obtaining an agreement with an appropriate site that best fits your location preferences and meets program requirements. You are required to speak with the Clinical Placement Team to determine your exact responsibilities and process for site selection.

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

The professional practice of psychology is regulated by each state, and the degree requirements in Purdue Global's Postgraduate Certificate in Applied Behavior Analysis program do not guarantee or prepare you for state licensure in any state upon graduation.

The Behavior Analyst Certification Board[®], Inc., (BACB[®]) has verified the Purdue Global course sequence as meeting the coursework requirements for eligibility to take the Board Certified Behavior Analyst[®] Examination.

Applicants will have to meet additional requirements to qualify.

The BACB can be contacted at:

Behavior Analyst Certification Board
8051 Shaffer Parkway
Littleton, CO 80127
Tel: 720.438.4321

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
PS507	Ethics for Behavior Analysts	5
PS512	Research Design in Applied Behavior Analysis	5
PS517	Advanced Principles of Applied Behavior Analysis	5
PS522	Behavioral Measures and Interpretation of Data	5
PS527	Implementing Behavioral Change	5
PS532	Clinical Applications of Applied Behavior Analysis	5
PS555	Applied Behavior Analysis Practicum	5
Total Core Requirements		35
TOTAL CREDITS		35

Course Descriptions

A

- Accounting (AC) (p. 387)

C

- Criminal Justice (CJ) (p. 389)

D

- Doctoral-Level Nursing (DN) (p. 391)

E

- Education (ED) (p. 392)
- Educational Leadership (ER) (p. 396)
- Educational Technology (ET) (p. 396)
- Environmental Policy and Management (EM) (p. 396)

G

- Graduate Business (GB) (p. 397)
- Graduate Finance (GF) (p. 401)
- Graduate Management (GM) (p. 403)

H

- Health Care Administration (HA) (p. 404)
- Health Education (HD) (p. 405)
- Health Information Technology (HI) (p. 406)
- Health Science (HS) (p. 406)
- Higher Education (HE) (p. 406)
- Homeland Security and Emergency Management (HM) (p. 408)
- Human Services (HN) (p. 409)

I

- Information Systems and Technology (IT) (p. 410)
- Instructional Technology (IX) (p. 412)

L

- Law (CL) (p. 413)
- Legal Studies (LS) (p. 419)

M

- Mathematics (MM) (p. 421)

N

- Nursing (MN) (p. 421)

P

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Accounting (AC)

AC501: Financial Accounting and Reporting

This course provides a comprehensive, international perspective on accounting and financial reporting systems. Financial accounting and reporting issues are viewed from both theoretical and practical perspectives. Topics include, but are not limited to, the factors that managers and executives must consider as they confront complex and important financial accounting and reporting issues including traditional issues, such as revenue recognition, valuation allowances, and leases, and contemporary issues, such as pensions, stock options, and financial derivatives.

Quarter Credit Hours: 4 | Prerequisite: None

AC502: Regulation

This course will advance your knowledge of business law as it applies to accounting. You will be introduced to the major legal requirements that will be encountered by the professional accountant. Topics include, but are not limited to, the Uniform Commercial Code, contracts, and the legal liability and responsibilities of agencies and accountants.

Quarter Credit Hours: 4 | Prerequisite: None

AC503: Advanced Auditing

This course addresses the examination of financial statements and systems from the viewpoint of an independent auditor. Emphasis is on the application of auditing techniques and the professional standards that direct audit performance and reporting. Topics include, but are not limited to, external audit services, audit reports, auditor and management responsibilities, professional standards of external auditors, and how information technologies enhance internal control and procedures used to audit through a computerized system.

Quarter Credit Hours: 4 | Prerequisite: None

AC504: Ethical Issues in Business and Accounting

This course examines moral development and ethical choices within the framework of business and accounting. Psychological, social, and other theories used to predict human choices are introduced and applied to the current practice and environments of public and corporate accounting. A review of the development of the post-Sarbanes-Oxley ethical environment in the U.S. is included. The dilemmas commonly encountered by accounting professionals and their accepted solutions are also examined.

Quarter Credit Hours: 4 | Prerequisite: None

AC505: Advanced Managerial/Cost Accounting

This course focuses on the role of cost accounting as a tool for managerial decision making and the application of these skills to the overall operation of a business. Topics include, but are not limited to: budgeting, cost-volume-profit analysis, job order costing, absorption costing, differential analysis, and capital budgeting.

Quarter Credit Hours: 4 | Prerequisite: None

AC507: Corporate Tax Decisions and Strategies

This course will emphasize the effect of the federal income tax on business, the federal income tax structure, and the concept of taxable income as it relates to business. Business transactions are influenced by the rules of taxation. Examples of particular interest include, but are not limited to: buying and selling business assets, mortgages, liquidating or reorganizing a business, and transactions between a business and an employee.

Quarter Credit Hours: 4 | Prerequisite: None

AC550: Accounting Information Systems

This course is focused on the development, design, and implementation of accounting information systems with an emphasis on internal control. You will examine how to develop new information systems or modify existing systems. Identifying and using controls to uncover security strengths and weaknesses will be a major emphasis.

Quarter Credit Hours: 4 | Prerequisite: None

AC551: Accounting Research

This course focuses on research methods used to assess the impact of accounting information on business and business decision making. In this survey of research on accounting theory, students learn how to assess empirical studies and initiate and develop research projects through research paper discussions and replicating and extending existing research studies. This course is devoted to the analysis of current financial reporting issues.

Quarter Credit Hours: 4 | Prerequisite: None

AC552: Business Reorganizations and Restructuring

This course is designed to provide a general understanding of financial restructuring and reorganization techniques. Topics include, but are not limited to, corporate governance, the legal framework, accounting and taxation, and valuation methods and practices. Also addressed are takeover and restructuring strategies, including hostile takeovers and defenses, LBOs, international bankruptcy reorganization, and IPOs.

Quarter Credit Hours: 4 | Prerequisite: None

AC553: Development and Evaluation of Internal Controls

This course discusses the development of internal control policies and evaluation techniques, including review, testing, duty assignments, and preparation methods. Flowcharting is also explored, including issues concerning advantages and disadvantages, internal controls, work and transaction flow, manual methods, and flowcharting software. Students will identify and discuss the key components of the Sarbanes-Oxley regulations, survey a framework for the evaluation of entity-wide controls, and review a process for documenting and testing controls and assessing the control environment.

Quarter Credit Hours: 4 | Prerequisite: None

AC554: Enterprise Risk Analysis and Planning

This course explores the evolving nature of risk, expectations about its management, and the pressure it has placed on previous working practices. Risk management has traditionally been segmented and carried out in silos. Enterprise risk management (ERM) is a response to the sense of inadequacy caused by using a silo-based approach to manage increasingly interdependent risks. You will gain an understanding of the interdependencies between risks and how risks in one business area may increase the impact of risks in another business area.

Quarter Credit Hours: 4 | Prerequisite: None

AC555: Fraud Examination

This course provides an overview of fraud examination, which includes the introduction of techniques for obtaining documentary evidence, interviewing witnesses and potential suspects, writing investigative reports, testifying to findings, and forensic document examination. You will learn to apply prevention, detection, and investigative strategies to determine why and how occupational fraud is committed. You will analyze human behaviors such as greed, deception, and cheating.

Quarter Credit Hours: 4 | Prerequisite: None

AC556: Government and Not-For-Profit Accounting

This course examines the financial and managerial accounting concepts peculiar to the planning and administration of public and quasi-public organizations, such as governmental units, educational institutions, and charitable organizations. Topics include, but are not limited to, budgeting, financial reporting, and governmental auditing standards.

Quarter Credit Hours: 4 | Prerequisite: None

AC557: Internal Control Assessment and Design

This course prepares students to design and assess the internal control system or process. Students will become familiar with risk assessment and management and compliance with the Sarbanes-Oxley Act and COSO. Control concepts introduced will include control types, the cost/benefit of control, control responsibilities, the plan-do-check-act concepts, and the control responsibilities and standards issued by the FASB, SEC, New York Stock Exchange, AICPA, and other similar organizations.

Quarter Credit Hours: 4 | Prerequisite: None

AC558: International Accounting Standards and Global Financial Reporting

This course focuses on the accounting issues related to international business. Topics examined include, but are not limited to, accounting diversity, the history of global financial reporting, an in-depth look at International Financial Reporting Standards, and translation of foreign currency. In addition, a review of the accounting systems of five of the world's largest economies is provided.

Quarter Credit Hours: 4 | Prerequisite: None

AC559: International Tax Planning and Issues

This course focuses on U.S. income tax on foreign-earned income and the taxation methods of other countries. The effect of U.S. taxation on international transactions and its impact on multinational businesses will be examined and discussed. The tax laws of other countries will be surveyed with emphasis on the treatment of capital gains, dividends, and depreciation. Various tax treaties will be identified and discussed.

Quarter Credit Hours: 4 | Prerequisite: None

AC560: Tax Research and the IRS

This course introduces students to the concepts, processes, and information sources relevant to tax research. The Internal Revenue Code, treasury regulations, and federal and state tax cases are examined. Topics include, but are not limited to, interpretations of the tax code, ethical considerations, sources for research, and appropriate presentation of results.

Quarter Credit Hours: 4 | Prerequisite: None

AC561: Taxation of Estates and Trusts

This course is a study of the federal estate and gift taxes and the impact of income tax. Topics will include an introduction to interstate succession, the drafting and enforcement of wills, living trusts, gifts, marital property, and the avoidance of probate. The course covers the preparation of fiduciary income tax returns with an emphasis on unique tax issues such as income of a decedent, distributable net income, and fiduciary accounting.

Quarter Credit Hours: 4 | Prerequisite: None

AC599: Graduate Capstone in Accounting

This capstone course builds on the concepts of all the courses taken within the Master of Science in Accounting and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 4 | Prerequisite: Last term or permission from the Dean

Criminal Justice (CJ)

CJ500: Critical Legal Issues in Criminal Justice

This course involves the study of recent legislation and case law, both state and federal, that impact criminal justice professionals and the administration of criminal justice in the context of professional practice. The topics will depend upon current legal developments, but will include such areas as law enforcement, criminal procedure, civil and criminal liability, civil rights, employment law, substance abuse, corrections, and judicial review of administrative decisions.

Quarter Credit Hours: 5 | Prerequisite: None

CJ501: Criminological Theory

This course consists of an in-depth analysis of various explanations of criminal behavior. Readings include the original works of prominent authors from a broad range of disciplines related to crime, social deviance, and causation. Ethical and legal foundations in defining social deviance and crime are also considered. Specific focus is placed on applications of theory that address causes and correlations of criminal behavior in a variety of cultures throughout the world. This course is well suited for criminal justice practitioners, as students apply criminological theory to contemporary issues.

Quarter Credit Hours: 5 | Prerequisite: None

CJ502: Research Methodology

This course is designed to provide students with an understanding of the research process and the ethical context within which research should be conducted. Further, it will provide the basic skills needed to conduct and evaluate research on topics relevant to the criminal justice field. In order to accomplish these objectives, the course will focus on the nature of scientific inquiry; the connections between theory and research; designing research projects and exploring causation; sampling procedures and logic; research techniques; reliability, validity, and measurement of data; and descriptive analyses of data.

Quarter Credit Hours: 5 | Prerequisite: None

CJ503: Organizational Behavior

This course presents an in-depth analysis of the various dynamics facing criminal justice organizations in the context of professional practice, including, but not limited to, the theoretical concepts underlying organizational behavior, management and leadership of human resources, and design and structural processes. The scope includes fiscal accountability; personnel deployment; implementation of change; motivation and retention of personnel; the hiring, assignment, and promotion of personnel; organizational communication; professional development; and fundamental legal issues as they pertain to agency operations.

Quarter Credit Hours: 5 | Prerequisite: None

CJ505: Critical Issues in Criminal Justice

This course will address critical issues affecting the major tenets of the criminal justice profession, including, but not limited to, homeland security, training and education, ethics and morality in professional practice, and community-based law enforcement and corrections programs. Other current trends and any other critical issue facing the fields of policing, private security, and corrections are addressed as needed.

Quarter Credit Hours: 5 | Prerequisite: None

CJ506: Advanced Topics in Criminal Law

This course addresses complex issues related to substantive criminal law, focusing on the sources of modern criminal law, the purposes and types of laws, the interpretation of criminal laws, the categories of crime and penalties, the similar characteristics of criminal violations, the elements of complex crimes, and the types of criminal defenses. This course is best suited for those students working in the area of law enforcement/policing.

Quarter Credit Hours: 5 | Prerequisite: None

CJ508: Evidentiary Issues in Criminal Cases

This course involves the study of the Federal Rules of Evidence and similar state rules, as well as the requirements of the U.S. Constitution concerning the admission into evidence of testimonial and physical evidence at trial. Students examine such topics as the foundational requirements for the admission of real and demonstrative exhibits, the authentication of writings and business records, witness credibility, hearsay, privileges, expert testimony, victims' rights, and chain of custody. This course is particularly well suited for those criminal justice professionals whose jobs require them to testify in court on a regular basis.

Quarter Credit Hours: 5 | Prerequisite: None

CJ509: Comparative Criminal Justice Systems

This course covers comparative foreign criminal justice systems, including the investigation and prosecution of international terrorists, the International Criminal Court, U.S. criminal cases affecting international relations, mutual assistance treaties, and issues concerning the formation of criminal justice systems in developing democracies. This course is especially beneficial for understanding global legal issues facing the criminal justice system.

Quarter Credit Hours: 5 | Prerequisite: None

CJ510: Specialized Criminal Statutes and Complex Investigations

This course involves the study of legislation and case law that affect the daily practice of criminal justice professionals in the context of investigative techniques and the prosecution of cases. Students examine such areas as white-collar crime; the Racketeer Influenced and Corrupt Organizations (RICO) Act; money laundering; health care fraud; wire, mail, and bank fraud; identity and access device fraud; securities fraud; insurance fraud; corporate criminal liability; tax enforcement; and public corruption. In addition, the USA PATRIOT Act, Title III wiretaps, and grand jury procedures are also discussed.

Quarter Credit Hours: 5 | Prerequisite: None

CJ511: Employment and Policy Law

This course involves the study of specialized topics in substantive and procedural criminal law with a special emphasis on employment law, and how these legal issues impact ethics and leadership in criminal justice organizations. This course is well suited for command-level personnel in response to a variety of potential agency and personal liability issues.

Quarter Credit Hours: 5 | Prerequisite: None

CJ512: Transnational Crime

This course focuses on the historical development and current status of various forms of transnational crime from the perspective of the international criminal justice community. Particular emphasis is given to issues of organized crime, narcotics trafficking, money laundering, human trafficking, and the current strategies for the containment of such activities.

Quarter Credit Hours: 5 | Prerequisite: None

CJ513: Critical Issues in Terrorism

This course is designed to provide students with a critical analysis and understanding of issues related to terrorism. This includes historical analyses of the causes and effects of social, political, economic, and religious conflict as they pertain to terrorist groups from source countries; protective intelligence gathering and associated legal issues; threat assessment; emergency first-responder plans and policies; counterterrorism tactics and strategies; cyberterrorism and the role of technology; and concerns for the future.

Quarter Credit Hours: 5 | Prerequisite: None

CJ516: Budgeting and Finance for Public Safety Administrators

This course is designed to familiarize students with public program budgeting and finance concepts from program conception to program evaluation. Special emphasis is given to methods of financing public programs and the preparation and management of budgets for the programs. This course is intended to provide students with an opportunity to learn and practice the technical aspects of program budgeting and finance in the public safety arena.

Quarter Credit Hours: 5 | Prerequisite: None

CJ519: Ethics and Diversity in Criminal Justice

Discrimination in the workplace, prejudicial treatment of individuals by public officials, official misconduct, and a lack of individual and collective professional practice are all enduring issues that must be addressed by our criminal justice system. Accordingly, this course is designed to address these and other related issues at length, as well as offer strategies for improved individual and professional practice.

Quarter Credit Hours: 5 | Prerequisite: None

CJ521: Critical Issues in Corrections

This course provides a critical analysis of contemporary issues facing the U.S. correctional system. Students address issues such as the philosophies and theories that guide practice, community-based policies and practices, prison reform, special populations, recidivism, and legal mandates affecting the administration and operations of correctional facilities.

Quarter Credit Hours: 5 | Prerequisite: None

CJ522: Comparative Correctional Systems

The course addresses a variety of correctional issues from an international perspective, including, but not limited to, a comparative analysis of the philosophies and theories guiding practice, supervision, and treatment of prison populations with an emphasis on human rights, post-confinement intervention strategies, and legal standards governing practice.

Quarter Credit Hours: 5 | Prerequisite: None

CJ523: Critical Issues in Juvenile Justice

This course is designed to explore the social context of delinquency, law, the history of the juvenile court, policing in juvenile justice, and court and corrections interventions with regard to children who have been victimized or are criminal. The course integrates scholarship and case law to investigate the many layers of the juvenile justice system, including how the juvenile court works and why it works the way it does. Upon completion, students will have much more than a cursory understanding of the juvenile justice system.

Quarter Credit Hours: 5 | Prerequisite: None

CJ524: Community-Based Corrections

This course is designed to identify community-based corrections programs and to explore the issues relevant to the field of community-based corrections. The materials presented will draw upon scholarly and practical research to identify the programs commonly used, what "works," policy issues, services provided, costs, and who receives probation and parole. Boot camps, electronic monitoring, house arrest, day treatment, fines, community service, drug courts, and other alternatives will be discussed. You will have the opportunity to debate and better understand the many challenges facing probation, parole, and community-based corrections.

Quarter Credit Hours: 5 | Prerequisite: None

CJ525: Applied Research in Criminal Justice

This course will introduce you to applied research within the profession, which encourages adoption of the role of a reflective practitioner who seeks to simultaneously understand and change the professional setting. It will provide you with the skills needed to design and conduct ethical research studies on topics relevant in applied criminal justice settings. In order to accomplish these objectives, you will examine: the applied research process, the connection between theory and research, research ethics, the development of research literature reviews, sampling procedures, techniques for selecting and using appropriate data collection tools, steps for improving the validity and reliability of research, and the analysis of data.

Quarter Credit Hours: 5 | Prerequisite: None

CJ526: Academic and Professional Communications in Public Safety

Effective and appropriate communication is essential for success in academic and professional worlds. Academic and Professional Communications in Public Safety is designed to prepare you for the rhetorical challenges found in your coursework, professional career, and final capstone/research paper. You will learn to clearly communicate complex and sophisticated materials to a wide variety of expert and nonexpert audiences using written techniques. This course will introduce the basic elements of academic and professional writing at the holistic and paragraph levels. You will learn about audience and purpose as well as the graduate research, writing, and formatting process. These skills are coupled with an additional focus on the context, delivery, and medium through which you will communicate. Emphasis is also placed on accurately citing and quoting primary materials, organizational strategies, and grammar, editing, and usage skills.

Quarter Credit Hours: 5 | Prerequisite: None

CJ550: Introduction to Graduate Studies in Public Safety

This course introduces students to the master's degree programs in the field of public safety and provides a foundation of the concepts and professional standards. It establishes the conceptual framework for other courses within the chosen degree plan and identifies current trends in the field. Focus is placed on ethical and social issues as related to writing, researching, and working collaboratively with other public service officials.

Quarter Credit Hours: 5 | Prerequisite: None

CJ594: Independent Study in Criminal Justice

This course is designed to engage students in developing a position paper of relevance to their professional field of study and the criminal justice graduate curriculum. Students decide on a suitable topic under the direction and supervision of a designated faculty member. No more than 10 quarter credit hours of independent study may apply toward the degree.

Quarter Credit Hours: 5 | Prerequisite: Permission from the Dean

CJ598: Applied Research Project

Students experience the art and science of applied research while they develop the tools of reflective inquiry and collaborative practice. Students will engage in analysis of current issues and challenges to explore and practice applied research methods as a logical extension of professional practice. Integral to this process is the examination of both informal and systematic ways to ask and answer questions. Students will conduct their own applied research project.

Quarter Credit Hours: 5 | Prerequisite: Final Term

CJ603: Comprehensive Examination

As a final step in the Master of Science in Criminal Justice, students who have chosen the comprehensive examination track take the examination. The comprehensive examination incorporates the program outcomes of the master's degree. The exam is designed to assess a student's overall learning and mastery of the coursework in the program. Successful completion of the exam provides a measurement and acknowledgement of the effective learning experience of the student.

Quarter Credit Hours: 5 | Prerequisite: Successful completion of all comprehensive exam-track core curriculum courses

Doctoral-Level Nursing (DN)

DN703: Scientific Foundations for Practice Doctorate

In this course, you will examine the evolution of nursing science and the emergence of the DNP degree based on the utilization of evidence to influence the health of populations. You will be introduced to advanced levels of systems thinking with a focus on designing programs to improve patient, population, and health system outcomes based on levels of evidence available. You will appraise new practice approaches based on theories from nursing and other disciplines. During this course, you will analyze a health care problem or relevant clinical inquiry for the DNP project and identify the population focus for the DNP project. This course requires 50 supervised practice hours, which may be applied to the doctoral project.

Quarter Credit Hours: 5 | Prerequisite: None

DN713: Epidemiology and Social Determinants of Population Health

This course focuses on comprehending, synthesizing, and applying emerging scientific knowledge specific to clinical prevention and population health. You will synthesize trends among epidemiologic, biostatistical, and environmental data to derive solutions to tenacious or new health care problems based on existing health data sets and the scientific literature. Social determinants of health in the processes of conducting risk assessment, intervention development and implementation, health care delivery planning, and evaluation will be considered. Models of clinical prevention and population health care delivery will be evaluated. This course requires 20 supervised practice hours focused on population health.

Quarter Credit Hours: 5 | Prerequisite: None | Corequisite: DN703

DN723: DNP Project - Analytic Methods and Project Proposal

You will analyze methods and tools for critical appraisal and application of empirical, reflective, and practice-based information to improve the quality of care and outcomes for specific populations. You will analyze and appraise an identified issue within the population, such as outcomes of practice, practice patterns, policies, or organizational systems of care. The application of evidence-based practice is emphasized for designing and implementing an intervention to influence an identified issue. Methods for evaluating outcomes of the proposed intervention will be explored. You will develop and defend a proposal for a DNP project in this course. This course requires 80 supervised practice hours, which may be applied to the doctoral project.

Quarter Credit Hours: 5 | Prerequisite: DN713

DN733: Ethics, Policy, and Advocacy for Population Health

This course will prepare you to design and implement culturally proficient health care policies with special consideration of issues of social justice and equity. Legal and ethical challenges encountered in practice leadership, decision making, and the implementation of systems and organizational change processes and policies will be explored. Ethics, health care policy, and advocacy specific to a DNP project will be emphasized. This course requires 50 supervised practice hours, which may be applied to the doctoral project.

Quarter Credit Hours: 5 | Prerequisite: DN703 | Corequisite: DN723

DN743: Clinical Decision Making for Practice Doctorate

In this course, students will analyze current and emerging aggregate-level clinical prevention and population health issues. Students will demonstrate and apply experiential, contextual, and evidence-based best practices, cost/benefits, and systematic plans for quality improvement benchmarks with the end goal of designing aggregate-level clinical prevention and population health interventions. This course requires 50 supervised practice hours, which may be applied to the doctoral project.

Quarter Credit Hours: 5 | Prerequisite: DN733

DN753: Transforming the Health Care Organization

This course provides you with evidence-based organizational and leadership knowledge and skills necessary to appraise practice leadership theories and organizational models. The influence of economics, health policy, stakeholders, information technology, and interprofessional collaboration upon health care organizational operations will be explored. You will identify a practice leadership model that aligns with the DNP project focus. This course requires 50 supervised practice hours, which may be applied to the doctoral project.

Quarter Credit Hours: 5 | Prerequisite: DN733 | Corequisite: DN743

DN803: DNP Project Development - Data-Driven Decision Making

In this course, you will appraise systematic experiential, contextual, and best evidence-based practice, and the use of information technology and data to design the DNP Project. In-depth work with experts from nursing and other disciplines will be incorporated to offer opportunities for meaningful student engagement and networking in the health care environment. You will acquire the skills and knowledge essential to process and manage information systems/technology resources in a variety of health care settings. Through assignments and discussions, you will retrieve and critically analyze digital data essential to health care quality improvement. Informatics tools for data extraction, organization, and interpretation will be compared. This course requires 120 supervised practice hours which may be applied to the doctoral project.

Quarter Credit Hours: 6 | Prerequisite: DN753

DN813: DNP Project Implementation and Evaluation

The DNP project provides you with the opportunity for in-depth analysis, synthesis, and application of a chosen topic that contributes to an area of scholarship in advanced nursing practice. In this course, the student will implement the DNP project in the practice setting with oversight provided by the DNP Faculty Mentor, faculty second reader, and practice facilitator. This course requires 120 supervised practice hours, which may be applied to the doctoral project.

Quarter Credit Hours: 6 | Prerequisite: DN803

DN820A: DNP Extension Course

This course may be taken for the specific purpose of project completion.

Quarter Credit Hours: 0 | Prerequisite: None

DN823: DNP Project Dissemination

The DNP Project provides you with the opportunity for in-depth analysis, synthesis, and application of a chosen topic that contributes to an area of scholarship in advanced nursing practice. In this course, you will disseminate the outcomes of the DNP Project in a written paper suitable for publication and a formal presentation. This course requires 100 supervised practice hours which may be applied to the doctoral project.

Quarter Credit Hours: 6 | Prerequisite: DN813

DN891: Independent Study Clinical Course

This course will allow you to continue the DNP practice learning experience approved by the University. This course provides for 120 supervised practice hours. This course may be taken for the specific purpose of completing the 1,000 required hours for the Doctor of Nursing Practice degree.

Quarter Credit Hours: 3 | Prerequisite: Approval of Department Chair

DN892: Independent Directed Study II

This course will allow you to continue the DNP practice learning experience approved by the University. This course provides for 120 supervised practice hours. This course may be taken for the specific purpose of completing the 1,000 required hours for the Doctor of Nursing Practice degree.

Quarter Credit Hours: 3 | Prerequisite: Approval of Department Chair

DN893: Independent Directed Study III

This course will allow you to continue the DNP practice learning experience approved by the University. This course provides for 120 supervised practice hours. This course may be taken for the specific purpose of completing the 1,000 required hours for the Doctor of Nursing Practice degree.

Quarter Credit Hours: 3 | Prerequisite: Approval of Department Chair

DN894: Independent Directed Study IV

This course will allow you to continue the DNP practice learning experience approved by the University. This course provides for 120 supervised practice hours. This course may be taken for the specific purpose of completing the 1,000 required hours for the Doctor of Nursing Practice degree.

Quarter Credit Hours: 3 | Prerequisite: Approval of Department Chair

Education (ED)

ED502: Transforming Teaching Practice

This course explores the knowledge, skills, and dispositions associated with the highest standards of teaching practice and guides you in the transformation of classroom performance through research and reflection on best practices, assessment strategies, and teacher skills that lead to improved student achievement.

Quarter Credit Hours: 4 | Prerequisite: None

ED503: Educational Psychology

This course introduces you to prominent research-based theories of learning and examines the impact of these theories on students, learning and motivation, teaching, and assessment. You will critically evaluate opposing sides of current issues in educational psychology and articulate and defend personal positions on these issues.

Quarter Credit Hours: 4 | Prerequisite: None

ED507: Foundations of the Teaching Profession

This course will examine the essential skills and knowledge of the teaching profession. You will investigate the foundations of educational system in the United States, as well as different theories of learning and how to apply them in the classroom. You will learn about the ethical and legal obligations of teachers and the organization and dynamics of the school community. You will also examine how to create a healthy and safe environment for your students.

Quarter Credit Hours: 6 | Prerequisite: None

ED508: Instructional Planning and Delivery

This course will provide you with the tools you will need to effectively plan and deliver instruction in your classroom. You will learn how to develop lesson plans with standards-based learning objectives, implement instructional strategies, incorporate technology into your curriculum, and identify essential components of the reading process. Through the use of research-based learning strategies you will be able to effectively implement your lesson plans in the classroom.

Quarter Credit Hours: 4 | Prerequisite: None

ED509: Assessment Methods

Through this course, you will analyze different types of assessment techniques to gather data about your students' learning and to improve your teaching performance. You will be introduced to formative and summative assessment, types of classroom data, and techniques for analyzing data. Through case-studies and collaborative learning, you will use data and data analysis techniques to examine student mastery of objectives and evaluate your teaching practices.

Quarter Credit Hours: 4 | Prerequisite: None

ED510: Managing the Learning Environment

This course explores various strategies for creating a learning environment that is open, fair, and conducive for effective instruction of students. You will examine various strategies for managing student behavior, creating a behavior management plan, and establishing a sense of community in your classroom, as well as communicating effectively with parents and other stakeholders. Through collaboration with your peers, development of authentic projects, and the use of technology, you will be prepared to create a supportive environment where all of your students can excel.

Quarter Credit Hours: 4 | Prerequisite: None

ED511: Teaching Methods Through Differentiated Instruction

This course explores major middle and secondary school issues, providing you with the opportunity to reflect upon and develop your own practical vision of building a classroom environment that effectively promotes student learning. Focus is placed on a variety of instructional strategies, principles, and best practices for helping students learn in secondary school settings.

Quarter Credit Hours: 4 | Prerequisite: None

ED512: Action Research I

In this course, you will critically analyze readings and examples of action research, apply ideas from the action research paradigm to your own teaching and learning, and gain insight into methods of conducting action research. You will identify an educational topic for an action research plan, formulate research questions that address a narrowed focus of this topic, and create a timeline of an intervention plan for conducting your future research. You will also find, review, analyze, and synthesize prior research on your topic to construct a literature review. The course will conclude with an examination of ethical considerations and the preparation of your action research plan with possible data collection ideas. You will use this completed plan for the counterpart course, ED 572: Action Research II, and as a guide to conduct teacher inquiry in your classroom or other settings.

Quarter Credit Hours: 5 | Prerequisite: None

ED513: Child and Adolescent Development

This course examines the course of normal child and adolescent development. Emphasis is placed on strategies for applying development theory to classroom management and educational practice, and understanding how development influences academic achievement. You will learn how to apply knowledge of child and adolescent development to your teaching practice as a way to identify various student behaviors and create classroom management strategies that address those behaviors.

Quarter Credit Hours: 4 | Prerequisite: None

ED518: Diversity in the Classroom

This course addresses the diversity of students in today's classroom. You will learn about cultural and linguistic factors that influence the classroom, strategies for effectively teaching students with special needs and English language learners, and strategies for creating an inclusive classroom environment.

Quarter Credit Hours: 4 | Prerequisite: None

ED520: Skills Lab - Designing Quality Lesson Plans

In this Skills Lab, you will practice critiquing lessons using observation rubrics and design lesson plans that build on prior knowledge and accommodate different learner needs. You will develop instruction that employs higher-order thinking and supports student mastery of instructional outcomes. You will also examine research-based strategies for teaching reading and writing across the curriculum and incorporate the components of the reading process into instructional planning.

Quarter Credit Hours: 3 | Prerequisite: None

ED521: Reading in the Content Areas

This course, grounded in the theoretical bases of balanced literacy and constructivist learning, focuses on building prospective teachers' competence in the processes of planning, implementing, and evaluating content-area literacy learning for secondary students. You will use a standards-based approach in crafting strategies to increase reading comprehension in different content areas. Topics covered include using writing to improve reading, teaching diverse students, and using technology in reading instruction.

Quarter Credit Hours: 4 | Prerequisite: None

ED522: Classroom Management

In this course you will examine several classroom management theorists in order to provide a comprehensive overview of models and ideas on which to base your own philosophy and practice. Through a case-based approach, you will gain a clear understanding of the philosophical underpinnings of classroom management and its effect on student behavior and achievement. You will examine classroom management and discipline in contemporary schools, the effects of classroom management problems, and the need to consider student diversity.

Quarter Credit Hours: 5 | Prerequisite: None

ED523: Research on Effective Teaching

This course acquaints you with the broad body of research on effective teaching, with an emphasis on applying research findings to your own classroom instruction. You will review and synthesize the theoretical and methodological contributions of current research on a selected topic related to K-12 teaching practice.

Quarter Credit Hours: 4 | Prerequisite: None

ED530: Skills Lab - Creating the Ideal Learning Environment

In this Skills Lab, you will explore the physical, academic, and affective characteristics of an effective learning environment. You will analyze evidence from actual classrooms to better understand how to meet the differing needs of a diverse student population and examine the relationship between physical and instructional options. You will also design a plan for collaborating with learners and their families to establish mutual expectations and ongoing communication to support learner development and achievement.

Quarter Credit Hours: 2 | Prerequisite: None

ED531: Secondary Student Assessment

This course examines best practices of assessing secondary student learning, with particular emphasis on the relationship between assessment procedures, instruction, and student achievement. Topics include the use of both formal and informal assessments, norm-referenced and criterion-referenced assessments, formative and summative assessments, and methods of using assessment data to improve instruction and student achievement.

Quarter Credit Hours: 4 | Prerequisite: None

ED532: Curriculum Design

This course examines current theories of curriculum design in K-12 education, with an emphasis on both the application and the evaluation of best practices in the context of local and national standards-based education. Focus will be on real-world integration of course content. Students are encouraged to personalize curricular approaches and share strategies and effective techniques in order to better understand connections between grade levels and subjects.

Quarter Credit Hours: 5 | Prerequisite: None

ED533: Perspectives on Diversity

This course explores the various issues of student diversity and challenges you to examine and define your own educational experiences with regard to culture and ethnicity, socioeconomic class, race, gender, religion, language, learning style, and exceptionality. Particular emphasis will be placed on the practical implications of diversity issues in classroom practice.

Quarter Credit Hours: 4 | Prerequisite: None

ED537: Skills Lab - Assessing Student Learning

In this Skills Lab, you will explore the use of various assessment designs to accommodate learning types and special needs. You will practice using formative and summative assessment data to measure learning and improve instruction. You will also review authentic student data to create a student intervention plan, create alternative assessments, and use assessment tools to monitor student achievement.

Quarter Credit Hours: 2 | Prerequisite: None

ED540: Skills Lab - Continuous Professional Development

In this Skills Lab, you will review teaching competencies and use data to complete a self-assessment of your progress in achieving those outcomes. You will explore ways to strengthen your teaching practice and develop long- and short-term goals to guide future professional development.

Quarter Credit Hours: 2 | Prerequisite: None

ED543: Education and Psychology of Exceptional Children

This course focuses on preparing you to plan and deliver appropriate instruction for all students in diverse and inclusive classroom settings, including students with disabilities, gifted/talented students, culturally or socioeconomically diverse students, and students with limited English proficiency. The course examines a range of learning, emotional, and physiological disabilities, the history of attitudes toward those disabilities, and the federal mandates governing them. You will develop a classroom environment to support the diverse students within the general student population using strategies and methodologies. Additionally, the course addresses individualized education programs, 504 plans, and the role you will play in implementing them.

Quarter Credit Hours: 4 | Prerequisite: None

ED552: Educational Leadership

This course introduces the concept of instructional leaders and explores strategies for managing change in educational settings including best practices for collaborative decision-making in schools. You will critically examine your current knowledge base, skillsets, and leadership abilities with the goal of improvement and increased self-awareness and reflection. You will explore the importance of the instructional leader in school cultures, the instructional leader's impact on student learning, and how you can help facilitate effective change in school culture and student achievement.

Quarter Credit Hours: 5 | Prerequisite: None

ED553: History and Philosophy of Education

This course introduces philosophical viewpoints that can affect new teachers' priorities and strategy choices in their practice. This course will also provide a historical perspective of how public education has become a democratic right in the United States. You will compare and contrast philosophical theories that have driven pedagogy over the past two centuries. You will also evaluate current research in your quest to develop as a reflective and creative practitioner in the twenty-first century classroom.

Quarter Credit Hours: 4 | Prerequisite: None

ED555: Learning Theories

This course is an in-depth review of theoretical principles, concepts, and research findings on learning and education, with an emphasis on application to educational practices. Learning strategies for child, adolescent, and adult learners are reviewed. Students will explore additional concepts of learning including motivation and intelligence theories, learning styles, and technology-mediated learning. Case studies, problem-solving strategies, collaborative learning, emergent technologies, and distance-learning techniques are discussed and modeled throughout the course.

Quarter Credit Hours: 5 | Prerequisite: None

ED556: Student Teaching and Reflective Practice II

In this course, you will reflect on your own teaching practices, use your experiences to develop and revise professional development goals, and design partnerships with stakeholders to support institutional and professional goals. You will use feedback from colleagues, as well as current research, to assess your progress in achieving the competencies and expectations for licensed educational professionals in the state in which you plan to teach. In addition, you will evaluate the role of teachers as consumers of research and as researchers in the classroom. Finally, you will assemble a portfolio to demonstrate your achievement of these competencies and expectations.

Quarter Credit Hours: 4 | Prerequisite: None

ED557: Independent Study

In this course, you will research contemporary educational issues in the state in which you plan to teach, and develop a portfolio that demonstrates knowledge, skills, and dispositions essential to your chosen teaching field. As part of your research, you will develop a set of relevant questions and interview an administrator or teacher in your chosen profession. This is an exciting opportunity for you to reflect on your learning and begin preparation for a teaching career.

Quarter Credit Hours: 1 | Prerequisite: None

ED559: Teaching Methods in Secondary Business

In this course, you will develop business instructional skills by examining current research based-practices in instructional methods, assessments, and techniques. You will analyze business instructional methods, consider student needs, and make connections to classroom instructional practices while incorporating appropriate media and technology as integral tools within the business classroom. You will analyze various instructional methods and best practices, develop lesson plans, and then apply them to specific situations and scenarios. Finally, you will design formative and summative assessments appropriate for business instruction.

Quarter Credit Hours: 4 | Prerequisite: None

ED561: Methods of Teaching Secondary Science

This course surveys a broad range of concepts related to teaching various scientific disciplines (e.g., biology, chemistry, and physics) to diverse learners. The course emphasizes a standards-based approach that highlights connections among current research in natural science, real-world phenomena, and classroom instruction. You will gain experience in lesson planning and will learn about assessment techniques and teaching styles to accommodate students with different learning styles. You will also explore what it means to become an effective science educator.

Quarter Credit Hours: 4 | Prerequisite: None

ED562: Student Assessment

This course provides you with a broad knowledge base of theory and best practices in the field of student assessment for learning and student assessment of learning. Topics include reviewing standard assessment techniques and their relationship to student achievement and teacher growth. This course will explore the use of formative and summative assessment techniques, as well as norm-referenced and criterion-referenced assessment. You will learn how to design valid assessments for specific instructional objectives within a content area. Additionally, you will examine methods for using assessment data to improve instruction, student achievement, and teacher's professional self-reflection. You will also learn how to analyze, interpret, and report the results of standardized achievement tests to students, parents, and other stakeholders. The ethical considerations associated with student assessment will be examined.

Quarter Credit Hours: 5 | Prerequisite: None

ED568: Teaching Methods in Secondary Science

This course surveys a broad range of concepts related to using methods of teaching science to diverse learners. The course emphasizes a standards-based, common core, and science, technology, engineering, and math (STEM) approach that highlights current research in best practices, using strategies, and a variety of methods that promote deep understanding. You will gain experience in writing standards-based objectives and goals, applying the inquiry method of teaching and appropriate assessment techniques, and accommodating students with different learning needs. You will also explore what it means to become an effective science teacher and make connections between natural science, real-world phenomena, and classroom instruction.

Quarter Credit Hours: 4 | Prerequisite: None

ED572: Advanced Action Research

Action research, unlike traditional research, places action at the center of research; it is the process of systematically evaluating the consequences of educational/organizational decisions and adjusting practice to maximize effectiveness. Practitioners use action research to answer questions about their organizations, schools, and classrooms. In this course you will prepare an action research report that reflects attention to a broad range of approaches and tools for a systematic inquiry focused on improving quality of practice. You will also synthesize action research results, use findings as a basis for evidence-based decision making, and reflect on the impact these decisions may have on your practice.

Quarter Credit Hours: 5 | Prerequisite: None

ED576: Reading and Writing for Secondary Education

This course prepares you to teach content-based reading and writing skills to a full range of students including struggling readers, students with special needs, typologies of English learners, speakers of non-dominant varieties of English, and advanced learners.

Quarter Credit Hours: 4 | Prerequisite: None

ED580: Student Teaching and Portfolio

In this course, you will apply what you have learned in the Educator Preparation Institute by developing and implementing effective instructional lesson plans that meet the needs of diverse learners. As you develop and implement these instructional lesson plans in the classroom, you will collaborate with your supervising teacher to improve your teaching skills through the application of other essential duties, including applying effective classroom management strategies and designing and implementing both formative and summative assessments. Throughout the process, you will use personal reflection strategies and feedback from your supervising teacher to improve your teaching skills and prepare to be a professional educator. In order to document your teaching skills, you will create a portfolio that demonstrates how you have mastered the skills and knowledge in the Florida Educator Accomplished Practices (FEAPs), the Professional Education Competencies and Skills for Teacher Certification (PECs), and the Reading Endorsement Competency 2.

Quarter Credit Hours: 1 | Prerequisite: None

ED581: Secondary Classroom Management

This course focuses on training teachers to organize their secondary classrooms to maximize the amount of time students are actively engaged in learning. You will learn how to effectively create classroom procedures to maximize instructional on-task time and minimize disruptions, as well as how to create a fair, easy-to-follow, and practical discipline management system including classrooms rules, consequences, and rewards. Coursework will include practical and reflective components, and will culminate with the design of a personal Classroom Management Action Plan, which could be easily implemented in your future classroom.

Quarter Credit Hours: 4 | Prerequisite: None

ED596: Student Teaching/Internship I

Student Teaching/Internship I is the first part of the capstone experience for Master of Arts in Teaching teacher candidates. This extended field experience provides a laboratory in which you test theories you have studied, discover the strategies and styles that work best for you and your students, and practice reflective decision-making. During this experience, you will begin to develop your skills in the nine Master of Arts in Teaching program competencies and engage regularly in professional discussion of your practice with your field supervisor, school mentor or cooperating teacher, classmates, and Iowa field instructor. You will also participate in teachers' meetings, work with a variety of school staff members, and communicate with parents and caregivers. This course will be graded pass/fail.

Quarter Credit Hours: 5 | Prerequisite: None

ED596A: Student Teaching/Internship I

Student Teaching/Internship I is the first part of the capstone experience for Master of Arts in Teaching teacher candidates. This extended field experience provides a laboratory in which you test theories you have studied, discover the strategies and styles that work best for you and your students, and practice reflective decision-making. During this experience, you will begin to develop your skills in the nine Master of Arts in Teaching program competencies and engage regularly in professional discussion of your practice with your field supervisor, school mentor or cooperating teacher, classmates, and Iowa field instructor. You will also participate in teachers' meetings, work with a variety of school staff members, and communicate with parents and caregivers. This course will be graded pass/fail.

Quarter Credit Hours: 0 | Prerequisite: None

ED596B: Student Teaching/Internship I

Student Teaching/Internship I is the first part of the capstone experience for Master of Arts in Teaching teacher candidates. This extended field experience provides a laboratory in which you test theories you have studied, discover the strategies and styles that work best for you and your students, and practice reflective decision-making. During this experience, you will begin to develop your skills in the nine Master of Arts in Teaching program competencies and engage regularly in professional discussion of your practice with your field supervisor, school mentor or cooperating teacher, classmates, and Iowa field instructor. You will also participate in teachers' meetings, work with a variety of school staff members, and communicate with parents and caregivers. This course will be graded pass/fail.

Quarter Credit Hours: 0 | Prerequisite: ED596

ED597: Student Teaching/Internship II

Student Teaching/Internship II is an extension to the final capstone experience for Master of Arts in Teaching teacher candidates. This extended field experience provides a laboratory in which you test theories you have studied, discover the strategies and styles that work best for you and your students, and practice reflective decision-making. During this experience, you will engage regularly in reflective, professional discussion of your practice with field supervisors, cooperating teachers or school mentors, instructors, and colleagues, refining your philosophy of education and demonstrating the knowledge, dispositions, and professional performance that indicate proficiency in all nine program competencies. This course will be graded pass/fail.

Quarter Credit Hours: 5 | Prerequisite: ED596

ED597A: Student Teaching/Internship II

Student Teaching/Internship II is an extension to the final capstone experience for Master of Arts in Teaching teacher candidates. This extended field experience provides a laboratory in which you test theories you have studied, discover the strategies and styles that work best for you and your students, and practice reflective decision-making. During this experience, you will engage regularly in reflective, professional discussion of your practice with field supervisors, cooperating teachers or school mentors, instructors, and colleagues, refining your philosophy of education and demonstrating the knowledge, dispositions, and professional performance that indicate proficiency in all nine program competencies. This course will be graded pass/fail.

Quarter Credit Hours: 0 | Prerequisite: None

ED597B: Student Teaching/Internship II

Student Teaching/Internship II is an extension to the final capstone experience for Master of Arts in Teaching teacher candidates. This extended field experience provides a laboratory in which you test theories you have studied, discover the strategies and styles that work best for you and your students, and practice reflective decision-making. During this experience, you will engage regularly in reflective, professional discussion of your practice with field supervisors, cooperating teachers or school mentors, instructors, and colleagues, refining your philosophy of education and demonstrating the knowledge, dispositions, and professional performance that indicate proficiency in all nine program competencies. This course will be graded pass/fail.

Quarter Credit Hours: 0 | Prerequisite: ED597

Educational Leadership (ER)

ER502: The Principalship

This course examines school culture, standards, community building, and leadership in the context of issues and constraints that principals routinely face. The content of the course will inform decision making that influences practice and the effects on students and teachers. Students will review research on leading change in schools, training for tomorrow's principalship, budgeting issues, discipline, students with exceptionalities and who are from diverse backgrounds, technology, professional conduct, teacher evaluation, and establishment of effective professional learning communities. Students will review case studies about schools that made significant improvements under effective leadership.

Quarter Credit Hours: 5 | Prerequisite: None

ER504: Management of Resources

This course will examine the economics of education, funding sources, and regulations regarding the use of such funds. Students will determine major budget pressures facing schools and identify ways they are meeting daily demands to provide quality education. The role of federal and state lawmakers in funding decisions will be explored. Students will consider the implications of poorly funded education and the impact on society. They will also address administering school resources including funding.

Quarter Credit Hours: 4 | Prerequisite: None

ER506: Legal Issues in Education

Students will examine the interrelationship of law and education policy, court rulings on school governance, and the federal government's funding of education. Topics include constitutional rights, such as Title VII, the First Amendment, the Fourteenth Amendment, and current events regarding the law and education. Students will analyze resources designed to help educators navigate legal issues.

Quarter Credit Hours: 4 | Prerequisite: None

ER508: Supervision and Instructional Leadership

The course addresses major factors that affect school leadership and how leadership can influence teacher effectiveness. Students will examine the role of leadership in building and sustaining a school vision, creating effective teacher teams, sharing leadership, leading learning communities, making data-driven decisions, and monitoring curriculum and instruction. Students will explore models of effective leadership based on best practices. In addition, students will analyze the research on instructional leadership and the methods principals use to exhibit and harness leadership that enable schools to meet their goals.

Quarter Credit Hours: 4 | Prerequisite: None

Educational Technology (ET)

ET503: Using Technology - Applications in the Content Areas

This course provides you with opportunities to explore a variety of instructional technologies, including: web-based tools, software, games, simulations, tutorials, and non-projected visuals. Through reading, class discussion, and hands-on experiences using technologies, you will gain the knowledge and skills needed to help teachers integrate technology in lesson planning and meet the needs of diverse learners.

Quarter Credit Hours: 4 | Prerequisite: None

Environmental Policy and Management (EM)

EM500: Environmental Foundations and Principles

This course will explore the history of environmentalism and the issues, ethics, and economics surrounding the foundation of current environmental policy and management. Students will assess how environmental and resource issues have influenced economic development and societal growth, and the interdisciplinary connectedness of science, policy, and advocacy in environmental decision making and management. Both local and global ecosystems will be addressed.

Quarter Credit Hours: 5 | Prerequisite: None

EM504: Applied Research Environmental Policy

In the first of a two-course series in applied research methods related to environmental management and policy, you will be introduced to applied research within the profession, which encourages adoption of the role of a reflective practitioner who seeks to simultaneously understand and change the professional setting. You will examine the history of applied research and the intersection of applied research and experimental research. This study allows you to develop an understanding of the processes and how you can impact your own professional setting by applying research protocols needed to affect changes in environmental policy.

Quarter Credit Hours: 5 | Prerequisite: Third to last term

EM520: Environmental Law and Policy

This course examines United States environmental law and policy and its development, implementation, and enforcement. The perspective and impact of the legislative, executive, and judicial branches will be explored as well as their impact on environmental law and policy. Students will discuss the purpose, context, and implications of the most important laws, regulations, and court cases including the National Environmental Policy Act (NEPA), Clean Air Act (CAA), Clean Water Act (CWA), Resource Conservation and Recovery Act (RCRA), and the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). The course will examine important constitutional principles in substantive and procedural law as well as significant environmental laws and approaches.

Quarter Credit Hours: 5 | Prerequisite: EM500

EM526: Academic and Professional Writing for Graduate Students

Writing effectively and accurately is a necessary skill in the academic and professional worlds. Academic and Professional Writing for Graduate Students is designed to prepare you for the demands of academic and professional writing in your coursework, professional career, and for the final capstone/research paper. You will learn to communicate complex and difficult material clearly to a wide variety of expert and nonexpert readers, and write for the kinds of audiences that you will encounter as a professional relying on the words on the page to make meaning. This course will introduce you to the basic elements of academic and professional writing at the holistic and sentence level. You will gain an understanding of audience and purpose as well as the graduate research, writing, and formatting process. Emphasis is placed on citing and quoting primary materials, organization strategies, as well as grammar, editing, and usage so that you hone and fine-tune your writing skills.

Quarter Credit Hours: 5 | Prerequisite: None

EM530: Environmental Risk Assessment II

This course explores the basic concepts of risk assessment, processes, and procedural methods to evaluate and critique scientific information. Students will explore the growing importance of the analysis of risk in regulatory decision making. Students learn how to balance the costs and benefits of risk reduction and how to account for the uncertainties in risk estimates. Additionally, students are introduced to terminology and concepts necessary in risk communication.

Quarter Credit Hours: 5 | Prerequisite: EM500

EM602: Comprehensive Exam Capstone

As a final step in the Master of Science in Environmental Policy, students may choose the nonthesis option and successfully complete a comprehensive exam. This comprehensive exam incorporates the program outcomes of the program. This exam is designed to carefully assess a student's overall learning in the program. Successful completion of the exam allows both student and faculty to measure and acknowledge a successful learning experience for the student.

Quarter Credit Hours: 5 | Prerequisite: Last Term

EM610: Sustainability - Policy and Practice

This course examines the philosophical and practical principles of green and sustainable design through the exploration of environmental issues, sustainable methods, public policy, and decision making. You will examine the organizational behavioral shifts toward addressing legal compliance and profitability while promoting sustainability. Through analyzing sustainability principles, policies, and programs that encourage and guide current and future initiatives, you will also explore the interconnected components of social, ecological, governmental, economic, and ethical constructs associated with sustainability.

Quarter Credit Hours: 5 | Prerequisite: EM500

EM620: Environmental Project Management

This course examines the key elements of environmental project management. Emphasis is placed on project management organization, planning, and communication strategies and critical factors such as the uncertainty of project scope and the evolving environmental regulatory environment. Students will learn to develop environmental project plans, establish project organization, define management functions, estimate costs, and determine project effectiveness. Emphasis is placed on the integrated nature of environmental project management.

Quarter Credit Hours: 5 | Prerequisite: EM500; EM530 highly recommended

EM650: Environmental Policy Analysis

This course focuses on the analysis of environmental policy and approaches to problem solving. Students will study different types of criteria that stakeholders utilize in the policy development process, performance measurements, and assessment of environmental policy and program evaluation.

Quarter Credit Hours: 5 | Prerequisite: EM500 and EM520

EM698: Applied Research

Students experience the art and science of applied research while they develop the tools of reflective inquiry and collaborative practice. Students will engage in analysis of current issues and challenges to explore and practice applied research methods as a logical extension of professional practice. Integral to this process is the examination of both informal and systematic ways to ask and answer questions. Students will design a research plan for their own applied research project.

Quarter Credit Hours: 5 | Prerequisite: LS504

Graduate Business (GB)

GB500: Business Perspectives

This course is the cornerstone experience for the MBA student. Students will analyze the fundamental processes that comprise a business system, building a conceptual understanding of how businesses prosper. Students will examine business functions, resources, and processes in order to appreciate their synergy and interrelatedness. Students will apply methodical approaches to evaluate choices in complex business situations. Finally, students will assess and plan to develop their own capability relative to business leadership.

Quarter Credit Hours: 4 | Prerequisite: GB512 and GB513 for traditional MBA students; none for ExcelTrack MBA students

GB512: Business Communications

Business Communications focuses on effective communication strategies for various stakeholders using oral and written formats for different purposes, including one-on-one communication and engagement with larger audiences.

Quarter Credit Hours: 4 | Prerequisite: None

GB512M1: Prepare Documents

Prepare documents using industry conventions and Standard English mechanics.

Quarter Credit Hours: 1 | Prerequisite: None

GB512M2: Apply Cultural Literacy

Apply cultural literacy in professional environments.

Quarter Credit Hours: 1 | Prerequisite: None

GB512M3: Analyze Business Problems

Analyze business problems using research.

Quarter Credit Hours: 1 | Prerequisite: None

GB512M4: Create Business Presentations

Create presentations that achieve a defined business purpose.

Quarter Credit Hours: 1 | Prerequisite: None

GB513: Business Analytics

This course provides an analytical foundation for MBA students.

You will learn to adopt a quantitative approach to problem solving, while becoming familiar with the analytical context in which business decisions are made. Analytics is the extensive use of data, statistical and quantitative analysis, explanatory and predictive models, and fact-based management to drive decisions and actions. Topics covered will include a review of basic algebra, mathematical functions, mean and standard deviation calculations, histograms, pie charts and line plots, distributions, sampling, and the basics of hypothesis testing and regression analysis. Microsoft Excel will be used extensively in the course.

Quarter Credit Hours: 4 | Prerequisite: None

GB513M1: Charting Business Situations

Illustrate business situations through graphs and tables.

Quarter Credit Hours: 1 | Prerequisite: None

GB513M2: Analyzing Business Problems With Hypothesis Testing

Apply hypothesis testing and probability analysis to solve business problems.

Quarter Credit Hours: 1 | Prerequisite: None

GB513M3: Predicting Business Outcomes With Quantitative Methods

Predict business results by using quantitative methods.

Quarter Credit Hours: 1 | Prerequisite: None

GB513M4: Presenting Solutions Through Statistical Analysis

Evaluate real-world situations and present solutions using statistical methods.

Quarter Credit Hours: 1 | Prerequisite: None

GB518: Financial Accounting Principles and Analysis

This course covers the basics of how accounting systems are used to assess economic events and produce financial statements for internal and external users. The course also delves into the analysis, synthesis, and evaluation of accounting information and how to use accounting information for strategic decision making.

Quarter Credit Hours: 4 | Prerequisite: GB500

GB518M1: Assess Accounting Information and Systems

Assess accounting information and systems in business environments.

Quarter Credit Hours: 1 | Prerequisite: GB500

GB518M2: Business Strategies and Decision-Making

Integrate accounting information into the development of business strategies, decision-making, and management processes.

Quarter Credit Hours: 1 | Prerequisite: GB500

GB518M3: Ethical Behavior in Business Environments

Appraise ethical principles of accounting in diverse business environments.

Quarter Credit Hours: 1 | Prerequisite: GB500

GB518M4: Evaluate Global Accounting Interconnectedness

Evaluate global interconnectedness as it applies to accounting.

Quarter Credit Hours: 1 | Prerequisite: GB500

GB519: Measurement and Decision Making

This course will provide you with the foundations of measurement and decision making in organizations. You will examine the role of accounting and operating information in directing the activities of organizations. You will assess the importance of various types of information in planning and controlling activities and making effective decisions. You will also analyze and evaluate situations using a wide variety of decision-making approaches and techniques.

Quarter Credit Hours: 4 | Prerequisite: GB518 or AC501

GB519M1: Decision-Making Techniques in Business

Assess decision-making approaches and techniques in business situations.

Quarter Credit Hours: 1 | Prerequisite: GB518 or AC501

GB519M2: Leadership Approaches to Decision-Making

Evaluate leadership approaches to heuristics and biases in the process of decision-making.

Quarter Credit Hours: 1 | Prerequisite: GB518 or AC501

GB519M3: Global Interconnected Management Decision-Making

Examine global interconnectedness as it applies to managerial accounting and decision-making.

Quarter Credit Hours: 1 | Prerequisite: GB518 or AC501

GB519M4: Managerial Accounting Principles and Practices

Evaluate operational results using managerial accounting principles and practices.

Quarter Credit Hours: 1 | Prerequisite: GB518 or AC501

GB520: Strategic Human Resource Management

You will examine human resource management from a strategic perspective. You will analyze theories and practices in terms of organizational effectiveness when competing in a global business environment. You will investigate ongoing operational human resource issues such as compensation, organizational development, benefits, recruitment, training, and leading employees to high performance. Current issues that challenge human resource practitioners will be explored such as downsizing, implied contracts between employer and employee, managing knowledge workers, and the issues of the changing legal environment.

Quarter Credit Hours: 4 | Prerequisite: GB512

GB520M1: Strategic Management and the HRM Fit

Evaluate the value of human resources management in the organization system.

Quarter Credit Hours: 1 | Prerequisite: GB512

GB520M2: SHRM, HR Planning, and Work Systems Design

Evaluate human resource systems for how well they support organizational strategic goals.

Quarter Credit Hours: 1 | Prerequisite: GB512

GB520M3: Preparation for Performance and Rewards

Analyze human resource considerations in business decision-making.

Quarter Credit Hours: 1 | Prerequisite: GB512

GB520M4: Managing SHRM in a Global Economy

Assess global human resource initiatives relative to social and ethical values.

Quarter Credit Hours: 1 | Prerequisite: GB512

GB530: Marketing Management

This course provides an analysis and evaluation of the theories and practices for effectively managing the relationships between customers and providers of goods, services, and ideas. Students will, in three segments, analyze and evaluate theories related to an understanding of the marketplace; an understanding of the relationship between the marketplace and marketing functions, such as pricing, promotion, distribution, and products; and strategy formation within the marketing function as it relates to overall business strategies.

Quarter Credit Hours: 4 | Prerequisite: GB519

GB530M1: Assess Marketing Opportunities

Assess specific marketing opportunities.

Quarter Credit Hours: 1 | Prerequisite: GB519

GB530M2: Segment and Target Markets

Evaluate methods for market segmentation, targeting, and positioning.

Quarter Credit Hours: 1 | Prerequisite: GB519

GB530M3: Develop Marketing Plans

Develop strategic marketing plans.

Quarter Credit Hours: 1 | Prerequisite: GB519

GB530M4: Cultural Literacy Application

Apply cultural literacy in personal and professional environments.

Quarter Credit Hours: 1 | Prerequisite: GB519

GB531: Advertising

This course provides an analysis and evaluation of advertising in the twenty-first century. You will examine and assess the linkages between traditional and non-traditional advertising, integrated marketing communications, and branding strategy. You will investigate media methods and strategy, and synthesize effective creation and implementation strategies.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB532: Marketing Research

This course provides an analysis and evaluation of theories and practices of marketing research as an aid to marketing decision making. Students will apply marketing research methods and techniques to actual marketing problems through the design, implementation, and evaluation of a marketing research project.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB533: Salesforce Management

This course provides an analysis and evaluation of theories and practices involved in the building and managing of effective sales forces. Students will examine such aspects of sales management as forecasting, human resources, field automation, and data analysis. Topics include training, motivation, compensation, team building, performance evaluation, and interaction with promotions and marketing.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB534: Consumer Behavior

This course provides you with an understanding of the role of consumer behavior processes and concepts as related to designing marketing strategy. You will learn the nomenclature commonly used by marketers to describe the application of consumer behavior knowledge. You will learn why understanding situational influences is integral to marketing strategy formulation. You will examine the consumer decision process, a process foundational to the study of consumer behavior. You will consider external influences, including the significance of word-of-mouth marketing and the role of opinion leaders as related to consumer purchase decisions. Additionally, you will study how internal influences, such as perception, learning, memory, motives, personality, emotions, and attitudes, combine with external influences to define a consumer's self-concept and lifestyle. By understanding an individual's desired lifestyle, a marketer can design marketing strategy which aligns with expected consumption behaviors.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB540: Economics for Global Decision Makers

This course covers microeconomic and macroeconomic principles with an emphasis on decision making and strategic applications. Microeconomic topics include scarcity and resource allocation, supply and demand, market imperfection and government failures, elasticity and efficiency, utility maximization, profit maximization, market and cost structures, economic systems, labor markets, and entrepreneurship. Macroeconomic topics include national income accounting and macroeconomic indicators, business cycles, exchange rates, money and banking, economic growth, national debt, fiscal policy, monetary policy, and international trade.

Quarter Credit Hours: 4 | Prerequisite: None

GB540M1: Ethical Issues in Economics

Evaluate ethical issues in economics.

Quarter Credit Hours: 1 | Prerequisite: None

GB540M2: Examine Microeconomic Tools

Examine microeconomic tools for purposes of problem solving, analysis, and decision-making.

Quarter Credit Hours: 1 | Prerequisite: None

GB540M3: Economic Decision-Making and Economic Growth

Analyze the relationship between knowledge-based economic decision-making and economic growth.

Quarter Credit Hours: 1 | Prerequisite: None

GB540M4: Regional, National, and Global Economic Behavior

Integrate concepts of regional, national, and global economic behavior with macroeconomic theory.

Quarter Credit Hours: 1 | Prerequisite: None

GB541: Employment Law

We depend upon the law as well as ethics and common sense to help us make good decisions about issues surrounding employment that are routinely decided in workplaces every day. These issues can have devastating financial and productivity consequences if mishandled by the employer. Yet it seems as if few employers or their managers are equipped to handle them well. Employment law helps to regulate the workplace environment by protecting employees from discrimination and harassment, and providing a safer, fairer workplace where the rules provide for certain rights and responsibilities for both employees and employers alike. Those who choose to work in the business arena must understand basic legal concepts, plus have working knowledge of regulatory and compliance issues in order to effectively manage a business. In this course, students will analyze and evaluate legal concepts and learn to identify potentially troublesome employment-related legal and ethical issues in order to avoid liability as well as to develop an understanding of how to manage employees to maximize productivity.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB542: Training and Development

You will develop expertise in core training and development competencies. The course will focus on needs assessment, instructional design, training delivery, learning technologies, evaluating learning impact, coaching, and performance improvement. You will identify an organization that will be used as an organizational context for a course-long project. An onboarding employee-orientation program will be developed for this organization with weekly deliverables that apply the concepts addressed in that unit. You will learn and implement needs assessment, instructional design, training delivery, program implementation, and evaluation of learning impact. Special emphasis will be given to career development with the development of a personal career plan implementing course career development concepts.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB545: Strategic Reward Systems

This course examines how an organization can leverage their reward systems to sustain, motivate, and retain its desired workforce to help achieve business objectives. The course focuses on the complex variety of pay structures within an organization and the relationship of those pay structures to organizational performance. Students will be exposed to major reward issues in the context of current theory, research, and real-business practices.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB546: Recruitment and Selection

This course provides a solid foundation in the fundamentals of attracting, hiring, and assessing talent. It takes a closer look at the "war for talent" in the competitive marketplace today, and provides the impetus for more proactive and timely recruitment practices, effective and legally conscious selection methods, and valid assessment techniques. This course highlights the importance of refining talent-acquisition strategies as organizations and HR practitioners seek to improve the pipeline of new hire and job promotion candidates. By the end of the course, students will be familiar with multiple recruitment, selection, and assessment models and will synthesize these approaches from a talent management perspective.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GB550: Financial Management

This course provides an analysis and evaluation of the roles and functions of corporate financial managers as they relate to the effective managing of a business. Students will apply and evaluate methods and tools for planning, forecasting, managing, and improving an organization's financial performance. Topics include asset valuation, risk and return, capital budgeting, international financial markets, risk analysis, and effective use of capital.

Quarter Credit Hours: 4 | Prerequisite: GB540

GB550M1: Financial Management Practices

Evaluate the impact of financial management practices on organizational decision-making.

Quarter Credit Hours: 1 | Prerequisite: GB540

GB550M2: Value of a Firm

Calculate the value of a firm through the use of discounted cash flow analysis.

Quarter Credit Hours: 1 | Prerequisite: GB540

GB550M3: Capital Budgeting

Assess the value of proposed investment projects.

Quarter Credit Hours: 1 | Prerequisite: GB540

GB550M4: Capital Decisions

Assess the impact of a firm's financing decisions on its capital structure and shareholder distribution policy.

Quarter Credit Hours: 1 | Prerequisite: GB540

GB560: Designing, Improving, and Implementing Processes

This course will provide you with the skills and theories required to develop, improve, and manage business processes. The focus is on the impact of those activities in the organization that cut across functional and organizational boundaries, with a concentration on performance and impact. You will apply process management, project management, and change management tools and techniques to create processes and implement continuous process improvement.

Quarter Credit Hours: 4 | Prerequisite: GB550

GB560M1: Business Process Optimization

Improve the impact of business processes on organizational performance.

Quarter Credit Hours: 1 | Prerequisite: GB550

GB560M2: Project Management Concepts

Apply project management methods to achieve a process change.

Quarter Credit Hours: 1 | Prerequisite: GB550

GB560M3: Executing the Business Process Improvement Plan

Build execution into a change management plan.

Quarter Credit Hours: 1 | Prerequisite: GB550

GB560M4: Change Management Planning and Evaluation

Evaluate change management plans.

Quarter Credit Hours: 1 | Prerequisite: GB550

GB570: Managing the Value Chain

This course provides you with an understanding of the dynamics of managing a globally integrated value chain. You will learn the components which comprise a value chain, and why the value chain's design focuses on competitive advantage. You will examine the role of corporate social responsibility in value chain management. Additionally, you will evaluate enablers that drive successful value chain management.

Quarter Credit Hours: 4 | Prerequisite: GB560

GB570M1: Competitive Advantage and the Value Chain

Analyze how elements of the value chain interact to create competitive advantage.

Quarter Credit Hours: 1 | Prerequisite: GB560

GB570M2: Corporate Social Responsibility and the Value Chain

Examine the role of corporate social responsibility in value chain management.

Quarter Credit Hours: 1 | Prerequisite: GB560

GB570M3: Globalization and the Value Chain

Investigate the impact of globalization on the value chain.

Quarter Credit Hours: 1 | Prerequisite: GB560

GB570M4: Value Chain Enablers

Evaluate enablers of effective value chain management.

Quarter Credit Hours: 1 | Prerequisite: GB560

GB580: Strategic Management

In this course, you will explore factors that contribute to long-term business success. You will create a strategic plan for a business by applying strategic management methods, including environmental scanning, competitive analysis, and organization assessment. You will examine the leadership skills required to formulate, implement, and evaluate business strategy. Strategic decisions will integrate ethical, social, and global considerations.

Quarter Credit Hours: 4 | Prerequisite: GB570

GB580M1: Integrated Vision

Defend a vision for a company that will provide the road map for all the company's endeavors.

Quarter Credit Hours: 1 | Prerequisite: GB570

GB580M2: Integrated Goals

Construct goals for a company, using all its resources, that are in line with its vision.

Quarter Credit Hours: 1 | Prerequisite: GB570

GB580M3: Balanced Priorities

Debate the appropriate balance between profit and people that will achieve alignment of a company's vision and goals.

Quarter Credit Hours: 1 | Prerequisite: GB570

GB580M4: Leadership Principles

Develop an overarching leadership approach to achieve flow.

Quarter Credit Hours: 1 | Prerequisite: GB570

GB590: Ethics in Business and Society

The purpose of this course is to build ethical leadership skills by providing an analysis of orientations and models for ethical decision making with an emphasis on application to current issues in today's global business and society. You will have the opportunity to reflect on your own values and ethos and analyze models of ethical leadership and moral principles to which you can commit and apply within your profession.

Quarter Credit Hours: 4 | Prerequisite: GB580

GB590M1: Consequentialist Ethical Theories

Synthesize consequentialism (results) theories within business conflicts of interest.

Quarter Credit Hours: 1 | Prerequisite: GB580

GB590M2: Deontological Ethical Theories

Evaluate deontology (responsibility) theories within discrimination and workplace issues.

Quarter Credit Hours: 1 | Prerequisite: GB580

GB590M3: Justice and Social Contract Ethical Theories

Appraise vendor/customer relationships using justice and social contract (relationship) theories.

Quarter Credit Hours: 1 | Prerequisite: GB580

GB590M4: Decision Models and Corporate Social Responsibility

Critique ethical decision-making within the context of corporate social responsibility.

Quarter Credit Hours: 1 | Prerequisite: GB580

GB600: Leadership Strategies for a Changing World

This course introduces you to the nature and purpose of leadership in organizations. You will evaluate various leadership approaches and methodologies in terms of organizational effectiveness and efficiency in dynamic corporate environments. In addition, you will investigate ethics and social responsibility, diversity, and team management. You will apply emotional intelligence in self-awareness, personal development, and communication.

Quarter Credit Hours: 4 | Prerequisite: None

GB600M1: Leadership for Maximum Organizational Performance

Explain the leadership necessary to accomplish business goals and maximize organizational performance.

Quarter Credit Hours: 1 | Prerequisite: None

GB600M2: Leadership for Global Interconnectedness

Practice global interconnectedness as it applies to your field of study.

Quarter Credit Hours: 1 | Prerequisite: None

GB600M3: Leading Teams to Achieve Business Outcomes

Propose a team approach to achieve long-term business outcomes.

Quarter Credit Hours: 1 | Prerequisite: None

GB600M4: Leadership for Organizational Effectiveness

Analyze the influence of leadership on organizational effectiveness.

Quarter Credit Hours: 1 | Prerequisite: None

GB601: MBA Capstone

This course provides the culmination for the Master of Business Administration (MBA) program enabling you to demonstrate leadership competencies and apply your knowledge of business systems. Through individual research, team assignments, and completion of a business simulation, you will apply your problem-solving and analytical skills in dynamic environments to develop a business plan for an international venture. You will evaluate global business problems, integrating ethical considerations for a response that considers multiple stakeholders. You will continue to plan for your post-MBA professional development by working with the University Career Center and seeking support from your classmates.

Quarter Credit Hours: 4 | Prerequisite: Capstone must be taken in final term or have approval of the Dean

Graduate Finance (GF)

GF500: Financial Institutions and Markets

This course focuses on the workings of the U.S. and world financial markets and institutions. It spans interest rate determination, federal policy, and management and policies of commercial banks.

Quarter Credit Hours: 4 | Prerequisite: None

GF510: Risk Analysis and Management

This course focuses on the financial instruments used for financial risk management, including forwards, futures, options, and swaps. An emphasis is placed on the identification of financial risks and designing an optimal risk management program.

Quarter Credit Hours: 4 | Prerequisite: GF500

GF520: Corporate Finance

This course is designed to provide a framework for understanding and analyzing the asset, liability, and capital structure of corporations. Students will examine valuation and capital budgeting techniques and risk evaluation, and build a strong understanding of how and why corporations make specific financial decisions.

Quarter Credit Hours: 4 | Prerequisite: GF510

GF530: Financial Statement Analysis

In this course, students will analyze and utilize financial statements and valuation models to assess the value of a firm. The identification of reliable estimates of fundamental corporate earning power and earning risks and valuation is a focus of the course.

Quarter Credit Hours: 4 | Prerequisite: GF520

GF540: Investment and Securities Analysis

In this course, you will examine the principles, theories, and methods of investing. Topics include common stocks, bonds, options, mutual funds, convertibles, and warrants.

Quarter Credit Hours: 4 | Prerequisite: GF530

GF550: Retirement Planning

This course explores retirement planning and both qualified and nonqualified retirement plans. Students will evaluate the provisions and rules associated with various plans and governmental regulations pertaining to retirement benefits. Topics include retirement needs analysis, compensation plans, and retirement plan provisions. The course follows the Certified Financial Planner(R) retirement portion of the exam learning outcomes.

Quarter Credit Hours: 4 | Prerequisite: GF540

GF560: Fixed-Income and Futures Investing

This course explores the structure, uses, and strategies associated with financial futures markets. Valuation, hedging, speculative activity, and other futures-related risk management issues are covered. The varieties of fixed-income securities and their default risk are also examined, in addition to the valuation of fixed-income securities and their use in investment and risk management.

Quarter Credit Hours: 4 | Prerequisite: GF540

GF570: Portfolio Management

This course blends portfolio theory with practical issues that students will encounter in their careers as financial professionals. Topics include identifying investor objectives and constraints, recognizing risk and return characteristics of investment vehicles, developing strategic asset allocations among equity, fixed-income, and risk-free assets, and utilizing derivative securities to manage portfolio risk and maximize portfolio returns. Also covered is the evaluation of portfolio and manager performance relative to investment objectives and appropriate benchmarks.

Quarter Credit Hours: 4 | Prerequisite: GF540

GF580: Ethics for Financial Professionals

Using the CFA Institute Code and Standards and Global Investment Performance Standards (GIPS) as a guide, this course introduces ethical standards and practices applicable to financial professionals. You will investigate past financial scandals as well as ethical problems encountered in today's financial and corporate worlds.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GF581: Financial Strategies for a Global Environment

This course focuses on the financial strategies used in a global environment. The relationship between international accounting and global business and investment strategies are discussed. Topics include recent developments in financial strategy, international trade, and economic decision making.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GF582: Statistical Methods for Decision Making

This course covers the theory and application of statistics for decision making when solving problems in logistics, accounting, marketing, management, and financial business problems. Topics include regression analysis and optimization modeling. You will perform statistical analyses to offer solutions to financial-related problems and issues.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GF590: Personal Financial Planning

This course provides an in-depth overview of personal financial planning. Students will learn how to prepare personal financial statements. Topics include time value of money, cash flow and debt management, education planning, risk management, retirement planning, financial planning ethics, and an overview of practice management concepts.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GF591: Individual Insurance Planning

This course introduces you to risk management and insurance decisions in personal financial planning. Topics include insurance for life, health, disability, property, and liability risks, as well as annuities, group insurance, and long-term care.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GF592: Income Tax Planning and Strategies

This course covers income tax planning and strategies used to formulate financial decisions. You will explore the impact of taxes on family financial decisions. Topics include tax strategies and economic and management principles.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GF593: Estate Planning

This course focuses on estate planning and the efficient conservation and transfer of wealth, consistent with the client's goals. You will examine the legal, tax, financial, and nonfinancial aspects of estate planning. Topics include trusts, wills, probate, advanced directives, charitable giving, wealth transfers, and related taxes.

Quarter Credit Hours: 4 | Prerequisite: Must be taken in final term or have approval of the Dean

GF599: Graduate Capstone in Finance

This capstone course builds on the concepts of all the courses taken within the Master of Science in Finance and provides students with an opportunity to integrate their previous coursework in a meaningful review of their learning and to assess their level of mastery of the stated outcomes of their degree program.

Quarter Credit Hours: 4 | Prerequisite: Last term or permission from the Dean

Graduate Management (GM)

GM500: Management Theories and Practices I

This course is the first in a series of two courses that provide a foundation for understanding key management principles in the Master of Science in Management and Leadership program. This foundation is created in a wide range of learning activities that are grounded in real-world contexts. You will analyze and evaluate key management principles and learn how managers use resources to attain organizational goals through the functions of planning, organizing, leading, and controlling. In this course, you will concentrate on the management functions of planning and organizing. Planning involves defining goals for future performance and devising ways to attain these goals, whereas organizing involves assigning and grouping tasks and allocating resources. It is worthy to note that the second course in this series, GM 501: Management Theories and Practices II, will concentrate on the managerial functions of leading and controlling.

Quarter Credit Hours: 4 | Prerequisite: GB512

GM501: Management Theories and Practices II

This course is the second of two that focus on key management principles. In this course, students concentrate on the management functions of leading and controlling. Leadership involves influencing and motivating employees to achieve organizational objectives, whereas controlling involves monitoring employee activities and performance that affect standards and performance. GM 501 offers specific learning activities to strengthen critical thinking and professional writing skills that students can apply to real-world problems in the workplace.

Quarter Credit Hours: 4 | Prerequisite: GM500

GM502: Leadership Theory and Practice I

This course examines classic and contemporary leadership theories and practices and explores how each theoretical approach can be applied in real-world organizations and scenarios. The theories and practices studied will enhance the student's understanding of motivational theories, developing teams, both traditional and virtual-based, and development of their hidden leadership potential.

Quarter Credit Hours: 4 | Prerequisite: GM501

GM503: Leadership Theory and Practice II

This course builds upon the foundation set in GM 502: Leadership Theory and Practice I, by continuing to examine both classical and contemporary leadership theories and practices. Special emphasis will be placed on understanding transformational leadership, team leadership, leadership ethics, and leading in culturally diverse environments.

Quarter Credit Hours: 4 | Prerequisite: GM502

GM504: Organizational Excellence and Change

This course applies a systems approach to examining the design and execution of business strategies to achieve a competitive advantage. The organization is viewed as a total system that can be managed to achieve continuing high performance in today's dynamic and global marketplace. Strategies for managing enduring change are evaluated.

Quarter Credit Hours: 4 | Prerequisite: GM503

GM505: Action Research and Consulting Skills

This course focuses on action research and the development of critical skills required not only for consultants, but also for any manager desiring to strengthen his or her interpersonal effectiveness as a successful change agent. An introduction to the consulting process, and the consulting skills associated with entry, contracting, meeting management, defining issues and gathering data, diagnosing problems, formulating solutions, and creating and implementing action plans will also be examined.

Quarter Credit Hours: 4 | Prerequisite: GM504

GM506: Strategic Financial Analysis

The purpose of this course is to facilitate the non-financial manager's ability to develop a framework for understanding a company's true value and financial performance. The course will equip you with the skills necessary to communicate with peers in the accomplishment of shared objectives. You will learn how to interpret financial statements and use that information in the formulation and implementation of business strategies.

Quarter Credit Hours: 4 | Prerequisite: GM505

GM541: Foundations of Organization Development

This course provides an overview of the field of organization development, while providing an opportunity for students to apply organizational development principles and best practices, emphasizing intervention theory, to current business problems. The organizational development strategies used in the field to address rapid changes and ethical challenges will also be examined.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GM543: Organization Diagnosis and Design

This course introduces organization design as a leadership competency. Students will apply a five-step process that enables business leaders to make intelligent organization design decisions with the support of human resources or organization development professionals. Students will generate and evaluate design options and learn to select an option that offers the most benefits with the fewest risks. In addition, students will investigate operating governance and the role of power and leadership in the design. Students will also propose an organization design implementation plan and explore important considerations for the transition to the proposed design.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GM585: Mentoring and Coaching

This course introduces you to the nature and purpose of coaching and mentoring in organizations. You will learn key principles, tools, and techniques to develop your skills as a coach and mentor. The course uses case analyses to provide you with opportunities to identify the effect of coaching and mentoring on organizational effectiveness. Through scenario analysis, you will apply coaching and mentoring techniques to effectively lead individuals and teams.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GM586: Transformational Leadership

This course examines transformational leadership theory and includes an exploration of the four factors development model that makes up one of the most effective leadership styles. Transformational leadership is examined through the lens of developing employees, cross-functional teams, strategies for enacting change, and applying that knowledge to improve organizational effectiveness. Through self-analysis you will have the opportunity to develop your transformational leadership potential regardless of your career stage.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses

GM591: Strategic Project Selection and Initiation

This course covers project management from a strategic perspective. The course emphasizes the decision-making process used by leaders to launch projects that are aligned with the mission and vision of the organization. It stresses the techniques used by the project team to optimize the project selection process, such as return on investment (ROI), payback period, internal rate of return (IRR), and net present value (NPV). Further, this course examines the impact of various project management tools and techniques on time, cost, scope, quality, risk, customer satisfaction, and resources.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses or enrollment in Graduate Certificate in Project Management program

GM592: Project Planning and the Project Plan

Topics in this course include: setting project goals and objectives; conducting feasibility studies; selecting management approaches; preparing a project plan; establishing measurement tools; and executing control within the project for optimal performance. Additional instruction includes strategies for effective resource acquisition, management; and performance reporting, with special attention on workforce globalization, ethics/legal issues, outsourcing, and conflict management in diverse environments. This course also includes guidance on alternate methods for project planning, such as agile and extreme approaches for complex and obscure projects.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses (or enrollment in Graduate Certificate in Project Management program) and GM591

GM593: Project Execution With Monitoring and Control

This course provides an analysis of the principles, tools, and techniques for the execution, monitoring, and controlling of project performance, specifically schedule, cost, and scope. You will learn the tools, techniques, and software needed to establish a project baseline and control the impact of changes to schedule and cost. Topics include network diagrams, estimating time and resources, creating the project baseline, controlling the baseline, crashing the network, optimization and heuristics techniques for resource allocation, earned value management, and statistical control tools.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses (or enrollment in Graduate Certificate in Project Management program) and GM592

GM594: Project Closing, Ethics, and Professional Responsibilities

This course provides an in-depth understanding of the final phase of the project life cycle, the various ethical dimensions of projects, and the professional responsibilities of project managers. Closing phase activities explored in the course include final project accounting, closing procurements, and capturing lessons learned, among others. You will gain an understanding of the ethical dimensions of project management, an ability to differentiate between ethics and legality as they pertain to projects, and a recognition of the function of organizational codes of conduct relative to projects. Finally, you will learn the professional responsibilities of project managers.

Quarter Credit Hours: 4 | Prerequisite: Completion of all core courses (or enrollment in Graduate Certificate in Project Management program) and GM593

GM599: Applied Research Project

This course serves as the capstone to the Master of Science in Management and Leadership program, which allows you to integrate theories with practical application. This course utilizes the conceptual foundations and skills acquired in earlier core and specialization courses as the basis for an in-depth examination of a significant organizational problem of special interest to you. You will utilize a research methodology to identify a problem and design an applied research project to advance plausible solutions.

Quarter Credit Hours: 4 | Prerequisite: Capstone must be taken in final term or have approval of the Dean

Health Care Administration (HA)

HA510: Organizational Development for Health Care

This course explores organizational behavior, theory, and development as they apply to the health care industry. Topics include, but are not limited to, classic and modern theory, individual behavior and motivation, group dynamics, conflict management, decision making, culture values, and organizational dysfunction. Physician leadership development and change management are also explored.

Quarter Credit Hours: 4 | Prerequisite: None

HA515: Leadership in Health Care

This course explores organizational theory and behavior essential for successful leadership and management in the health care industry. Emphasis will be placed on communication techniques, self-analysis, and strategies for best practices in order to effectively implement key leadership and management concepts in dynamic health care environments. Key values that guide a leader's personal and professional behavior and influence overall effectiveness will be explored, as well as their impact on overall leadership styles.

Quarter Credit Hours: 4 | Prerequisite: None

HA520: Health Care Financial Management

This course introduces the terminology, theory, concepts and techniques used in the finance functions in health care organizations. Students gain an understanding of the important role of finance in health care organizations and learn various techniques to develop, manage, and control finances. Students interpret financial statements, prepare analyses with cost finding and price setting, and conduct break-even analyses. The course provides students with experience in capital and operating budgets, financial forecasts, and business plan preparation. Students will be expected to expand their utilization of spreadsheet applications.

Quarter Credit Hours: 4 | Prerequisite: None

HA525: Health Law

This course provides analysis of law, the legal system, and current legal problems as they relate to the financing and delivery of health care services. This course covers interrelated legal topics pertinent to health care organizations including contracts, medical malpractice, legal and ethical obligations to provide health care, privileging, medical decision making, tax exemption, antitrust, fraud, and health information management. Students are encouraged to discuss how the law supports or hinders current efforts to improve health care delivery systems.

Quarter Credit Hours: 4 | Prerequisite: None

HA530: Human Resources for Health Care Managers

This course provides an analysis and evaluation of how human resource management is applied in different health care settings. The course focuses on the major elements of human resource management, as well as the ways in which it can be used in the strategic planning of the organization. Students investigate ongoing human resources practice and issues from a health care perspective such as recruitment, contract/agreement, training/education/support, retention, performance evaluation, compensation, legal and regulatory issues, and strategic planning. Quarter Credit Hours: 4 | Prerequisite: None

HA535: Health Care Statistics

In this course, you will be introduced to the practical applications of descriptive and inferential statistics for the health industry. You will formulate a data procurement plan by analyzing real-world data. Additionally, you will learn how to effectively disseminate published health research data and apply this new knowledge within the field. Quarter Credit Hours: 4 | Prerequisite: None

HA540: Health Care Operations and Quality Assessment

This course provides an interdisciplinary perspective on operations and quality management in health care, taking into account the disciplines of organizational behavior and health management research. Special attention is given to causal tools and approaches that are fundamental to total quality management and continuous quality improvement. Quarter Credit Hours: 4 | Prerequisite: None

HA545: Health Policy

This course provides students with an in-depth analysis of health care policy development in the United States of America. Students focus on health care policy formation and evaluation by investigating public policy and politics. Students consider a variety of elements that factor into health policy development such as economics, political science, management, communications, and public health. Quarter Credit Hours: 4 | Prerequisite: None

HA560: Community Health Assessment

This course provides students with the skills needed to enhance (assess) the health of a community. Students focus on health behaviors, environmental influences, health policy, and economic and health care system issues in health promotion and disease prevention. Quarter Credit Hours: 4 | Prerequisite: None

HA565: Health Information Management and Assessment

This course provides a comprehensive examination of the principles and practices of the management of health information. The course covers three principal areas of health information management: Health Information Portability and Accountability Act (HIPAA), electronic health information management (e-HIM), and informatics. Quarter Credit Hours: 4 | Prerequisite: None

HA570: Health Care Ethics

This course provides an examination of both the theory and the principles of ethics within the health care industry. The course covers national standards for the protection of individual's health information as applied to health plans, health care clearinghouses, and health care providers. Students also learn other health industry regulations that protect employees, patients, and providers. The integration of ethics as the foundation for long-term as well as day-to-day operations of an entity is emphasized. Quarter Credit Hours: 4 | Prerequisite: None

HA575: Health Care Marketing

This course provides an analysis and evaluation of the principles and concepts of marketing as they apply to health care organizations. The course covers essential elements of marketing as well as direct applications of marketing tools and strategies in the dynamic health care environment. Quarter Credit Hours: 4 | Prerequisite: None

HA599: Master's Capstone in Health Care Administration

The capstone course is the culminating experience for the Master of Health Care Administration. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired through their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health care administration. Quarter Credit Hours: 4 | Prerequisite: Last term

Health Education (HD)

HD510: Current Health Issues for Health Educators

In this survey course, students study specific critical health topics including specific health conditions, disease prevention, older adults, fitness, complementary and alternative medicine, and more. Students will evaluate current health research and publications and relate the research to health education programs and interventions. Proven strategies and benefits of health education are emphasized. Quarter Credit Hours: 4 | Prerequisite: None

HD599: Master's Capstone in Health Education

This capstone course is the culminating experience for the Master of Science in Health Education. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout the coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health education. Quarter Credit Hours: 4 | Prerequisite: Last term or permission from the Dean

HD625: Health Education Design, Implementation, and Administration

This course acquaints students with the components and essential design elements of comprehensive health education programming. Utilizing the seven areas of responsibilities for the health education specialist, students create programs for community, school, and private settings, learning to identify key constituents and the diversity of funding sources, both public and private. Instruments for measuring outcomes are analyzed for both short- and long-term programs, as well as the essential administrative tasks, functions, and responsibilities required for successful results by the health educator. Quarter Credit Hours: 4 | Prerequisite: None

Health Information Technology (HI)

HI501: Health Informatics

Health informatics deals with the resources, devices, and methods required to optimize the acquisition, storage, retrieval, and use of information in health and biomedicine. This course introduces the history and development of health informatics. It focuses on such issues as the structure, function, and transfer of information, sociotechnical aspects of health computing, and human-computer interaction. Students will also explore medical decision making, natural language processing, and knowledge discovery in the clinical setting.

Quarter Credit Hours: 4 | Prerequisite: None

HI510: Health Information Systems

This course is concerned with such issues as information systems analysis, design, implementation, and management. Students will explore health IT standards, health information exchanges, and systems thinking and theory. This course also covers the evaluation of processes and systems that ensure compliance with regulatory, governmental, legal, accreditation, and certification requirements for health information technologies.

Quarter Credit Hours: 4 | Prerequisite: None

HI530: Clinical Terminologies and Medical Vocabularies

This course focuses on the use of health care terminologies, vocabularies, and classification systems. Students will identify their appropriate uses and sources, and apply them within health information systems to promote effective communications and data integrity.

Quarter Credit Hours: 4 | Prerequisite: None

HI540: Project Management of Health Information Systems

This course explores the technical aspects of health information systems management including issues of systems design and development as well as system support and maintenance. Students will analyze and describe necessary steps in the cycle such as identifying and selecting appropriate systems technology and data standards, creating requirements, evaluating security, and accommodating human factors in design and use. Other topics include terminology, functions, and standards as well as the basics of information architecture and systems infrastructure.

Quarter Credit Hours: 4 | Prerequisite: None

HI550: Organizational Development and Management for Health Information

This course explores organizational behavior, theory, and development as they apply to health information management. Topics include, but are not limited to, performance management plans, strategic forecasting, and public policy.

Quarter Credit Hours: 4 | Prerequisite: None

HI560: Health Care Data Analysis

This course provides an in-depth overview of health care data analysis and design methodologies. Students examine techniques to develop systems more efficiently using the system development life cycle.

Quarter Credit Hours: 4 | Prerequisite: None

HI570: Legal and Ethical Issues in Health Information

This course covers data security, privacy, and confidentiality of health information as it relates to information technology and management. Topics include risk management, information security, and data validity and integrity. Students will also examine disaster recovery plans for data and service delivery.

Quarter Credit Hours: 4 | Prerequisite: None

HI580: Information Systems and Technology Management

This course is concerned with such issues as computer networks, database and systems administration, security, and programming. Topics include virtual network applications and storage, system integration tools, principles of data representation, and systems testing and evaluation.

Quarter Credit Hours: 4 | Prerequisite: None

HI595: Master's Capstone in Health Informatics

The capstone course is the culminating experience for the Master of Health Informatics. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired through their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health informatics.

Quarter Credit Hours: 4 | Prerequisite: Last term

HI599: Master's Capstone in Health Information Management

The capstone course is the culminating experience for the Master of Health Information Management. This course builds on the concepts of all the courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired through their coursework in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health information management.

Quarter Credit Hours: 4 | Prerequisite: Last term

Health Science (HS)

HS590: Health Sciences Internship

This course provides a practical working experience in a real-world environment. You will arrange an onsite internship working as a professional for a cooperating employer or a virtual internship with a participating organization. Both the onsite internship and virtual internship environments will provide practical, real-world experiences and mentoring from experienced professionals. This experience will help you develop professional competencies that are desirable in the career marketplace.

Quarter Credit Hours: 4 | Prerequisite: Permission from School of Health Sciences Dean and internship directors

Higher Education (HE)

HE510: Foundations of Higher Education

This course presents an overview of the historical development of tertiary educational institutions in the United States. There is a particular focus on the constantly evolving functions of its various sectors (e.g., universities, colleges, and community colleges) through examination and discussion of the evolution of tertiary institutions from their medieval European origins as *Studia Generalia* to the contemporary social functions, organizational structures, funding, and guiding principles and values of America's approximately 3,000 tertiary institutions.

Quarter Credit Hours: 5 | Prerequisite: None

HE511: Departmental and Divisional Leadership

This course provides you with a foundation in leadership theory and practices applicable to academic departments and other divisional units within higher education. This course is designed to help prepare you to successfully function in academic, middle-management positions such as department chair, division chair, assistant dean, dean, and other similar leadership roles.

Quarter Credit Hours: 5 | Prerequisite: None

HE513: Institutional Research and Strategic Planning

In this course, you will explore the role of institutional research and its relationship with other administrative and strategic processes within institutions of higher education. The institutional research profession and common functions of institutional research offices are introduced. You will also examine effective techniques for collecting and reporting data in higher education, and consider how data is used for decision making and strategic planning.

Quarter Credit Hours: 5 | Prerequisite: None

HE515: Educational Program Assessment

This course explores theories and processes of measuring student learning in postsecondary educational settings to evaluate the effectiveness of academic programs. Specifically, this course focuses on involving stakeholders in a culture of assessment, clearly defining learning goals, developing learning assessment plans, and using assessment data to improve teaching and learning.

Quarter Credit Hours: 5 | Prerequisite: None

HE520: Higher Education Laws and Regulations

This course explores the legal environment of postsecondary educational institutions in the United States through an examination of legal structures, principles, and analysis. Specifically, this course will focus on the competing interests, rights, and responsibilities of state and federal governments, institutions, faculty, staff, students, and external stakeholders in various higher education settings.

Quarter Credit Hours: 5 | Prerequisite: None

HE521: Teaching Adult Learners

This course provides you with the information necessary to comprehend, assess, and evaluate the foundational aspects of andragogy, which includes historical influences, theories and models, contemporary and international perspectives, the use of technology, teaching in a variety of higher education settings, and the development of and reflections on teaching and learning in adulthood.

Quarter Credit Hours: 5 | Prerequisite: None

HE523: Curriculum Design and Implementation

This course presents an overview of various strategies, techniques, and methods to design and implement curricula in postsecondary institutions. The course emphasizes calls for reform, need for academic plans, curricular consideration of academic disciplines and fields, influences of learners, instruction, and administration.

Quarter Credit Hours: 5 | Prerequisite: None

HE525: Student Learning Assessment Methods

This course provides you with an introduction to major theoretical perspectives including ethical considerations and approaches to student learning assessment. You will be exposed to various methods of assessment and learn how to apply student learning assessment methods within the postsecondary educational environment. You will also create your own student learning assessment plan for a specific course of interest.

Quarter Credit Hours: 5 | Prerequisite: None

HE530: Higher Education Organization and Governance

This course presents an overview of the organizational governance of educational institutions in the United States in an international context through examination and discussion of models of institutional governance, academic organization, and higher education constituencies, and their respective roles and responsibilities.

Quarter Credit Hours: 5 | Prerequisite: None

HE540: Multiculturalism and Diversity in Higher Education

This course explores the educational participation of diverse groups in higher education. Students will gain a further understanding of issues of race, ethnicity, gender, sexual orientation, class, age, and disability affecting students in colleges and universities, including how these issue impact curriculum. Students will evaluate how institutions address issues of multiculturalism and diversity as well as their own attitudes, beliefs, and practices.

Quarter Credit Hours: 5 | Prerequisite: None

HE543: Assessment of Online Learning Programs

This course presents a comprehensive overview of the quality online program, as outlined by accreditation procedures and standards. Students will learn the systems approach of assessment to evaluate programs and the organization, and consider approaches to establishing a culture of assessment to support online learning. Additionally, the course addresses the development of online curriculum and the alignment of outcomes with assessment instruments.

Quarter Credit Hours: 5 | Prerequisite: None

HE545: Teaching and Learning Online

This course provides an overview of the technological innovations, pedagogical developments, and strategies for quality online education through an examination of the theory and processes of designing, delivering, and assessing online learning.

Quarter Credit Hours: 5 | Prerequisite: None

HE550: Higher Education Finance

This course focuses on institutional finance and analysis of the factors contributing to institutional productivity. You will examine different approaches to funding higher education, the state appropriations process, accreditation, and federal issues such as financial aid. You will also examine the institutional budget process and different approaches to budgeting, the importance of financial leadership and transparency, the concepts of "reengineering" and Total Quality Management (TQM) as applied in higher education, and the effects of technology on productivity.

Quarter Credit Hours: 5 | Prerequisite: None

HE551: Student Affairs Foundation and Philosophy

This course presents student development theories, including cognitive and psychosocial, as well as other theories that provide a foundation for development of a comprehensive student services program.

Quarter Credit Hours: 5 | Prerequisite: None

HE553: Current Issues in Student Affairs in Higher Education

In this course, you will examine current issues in higher education in student affairs including service learning, learning communities, suicide and mental health issues, crisis management, and other relevant topics. You will assess methodologies for dealing with issues, legal considerations, and possible alternative strategies.

Quarter Credit Hours: 5 | Prerequisite: None

HE555: Student Affairs Administration in Ground and Virtual Environments

The course focuses on college student demographics and the impact of the delivery of student affairs administration in the virtual and ground environments, as well as some underlying theories. Additionally, students will explore program assessment/evaluation models.

Quarter Credit Hours: 5 | Prerequisite: None

HE559: Quantitative Methods and Instruments for Assessment

This course presents an in-depth overview of typical quantitative research designs, methods, data collection tools, and data analysis and reporting used in assessment and evaluation. It focuses on the research process related to assessment and evaluation and the basic skills required to plan, conduct, analyze, report, and evaluate research with a quantitative design. Detailed procedures associated with quantitative research, including experimental, quasi-experimental, survey, and correlational designs, are examined. Practical limitations of quantitative designs in assessment and evaluation and the role of quantitative research in mixed-method approaches are considered.

Quarter Credit Hours: 5 | Prerequisite: None

HE594: Student Affairs Internship

This course is intended to provide you with the opportunity to apply theory to practice. This mutually acceptable internship agreement between the University's higher education students and an educational institution will offer you the opportunity to gain hands-on experience in your specific area of specialization. This experience assists you in integrating and synthesizing your academic experiences into professional practice. The student affairs internship allows you to complete a 120-hour practicum experience.

Quarter Credit Hours: 5 | Prerequisite: None

Homeland Security and Emergency Management (HM)

HM500: Crisis and Emergency Management Fundamentals

This course will introduce you to the concepts, issues, and problems of crisis and emergency management. Topics explored include: organizing and logistics for response, managing the response organization, managing in a high-stress environment, crisis decision making, crisis communications, liability issues, and resource assessment and allocation. This course will cover the methodology and rationale behind the unified response to a terrorist, weapons of mass destruction (WMD), or disaster incidents, and you will examine these methodologies from the perspective of crisis management and consequence management.

Quarter Credit Hours: 5 | Prerequisite: None

HM501: Homeland Security Policies, Principles, Procedures, and Plans

This course is a critical analysis of the Department of Homeland Security (DHS), both the political and organizational factors involved and its structure and administration. Students will explore the evolution of homeland security as a concept, a legal framework, and a redirection of national policies and priorities, including any related issues and challenges with implementation. The DHS will be analyzed in light of the history of the terrorist threat, U.S. responses to terrorism, and fundamental policy legislation and documents, such as national security strategies, homeland security decision directives, the National Response Plan, and National Incident Management System (NIMS).

Quarter Credit Hours: 5 | Prerequisite: None

HM502: Risk, Vulnerability, and Capability Assessment Methods

The course examines the concepts of risk-based planning and risk management. The assessment and management of vulnerability and risk associated with terrorist and other disaster events are examined. Topics explored include: objectives of and methods for vulnerability and risk assessment for natural disasters, technological hazards, and terrorist threats; concepts of risk perception, risk communication, and risk mitigation; and the requirements and methods of critical infrastructure protection from terrorism, technological disasters, and natural disasters. Students will examine the question and make decisions regarding, "Who or what should be protected and how?".

Quarter Credit Hours: 5 | Prerequisite: None

HM503: Planning and Operations in Crisis and Emergency Management

This course examines comprehensive strategic planning for crisis and emergency management. The theory and value of strategic planning are explained and students learn how to develop a comprehensive strategic plan.

Quarter Credit Hours: 5 | Prerequisite: None

HM505: Planning for WMD and Mass Casualty Crises

This course explores the critical health and medical management issues involved in crises and emergencies for the nonmedical emergency manager. The wide range of medical and health issues inherent to crises and emergencies are examined and methods for integrating medical, public health, and psychological processes into emergency management programs are developed.

Quarter Credit Hours: 5 | Prerequisite: None

HM510: Mitigation and Preparedness Issues for Emergency Management

This course will explore hazard mitigation and its role in disaster management. In addition, students will study the planning process, program development, and training methods for responses to man-made and natural emergencies/disasters. Topics include government and private sector programs, new approaches, and mitigation of issues/events.

Quarter Credit Hours: 5 | Prerequisite: None

HM540: Crisis Intervention

This course introduces the basic theories and principles of crisis intervention. The emphasis in this course is on identifying and demonstrating appropriate and differential techniques for intervening in various types of disaster and emergency management crisis situations. This course will review empirically validated approaches to crisis intervention. The course will explore the role of law enforcement in crisis situations as well as civilian and public safety personnel behavior under emergency and disaster crisis situations. In addition, assessment and diagnosis of psychological issues commonly found in crisis situations will be examined.

Quarter Credit Hours: 5 | Prerequisite: None

HM598: Applied Research Project Capstone

In this course you will experience the art and science of applied research while developing the tools of reflective inquiry and collaborative practice. You will engage in analysis of current issues and challenges to explore and practice applied research methods as a logical extension of professional practice. Integral to this process is the examination of both informal and systematic ways to ask and answer questions. Within this course you will propose your own applied research project.

Quarter Credit Hours: 5 | Prerequisite: Approval of the Dean

HM598A: Applied Research Project Capstone Continuation

Students experience the art and science of applied research while they develop the tools of reflective inquiry and collaborative practice. Students will engage in analysis of current issues and challenges to explore and practice applied research methods as a logical extension of professional practice. Integral to this process is the examination of both informal and systematic ways to ask and answer questions. Students will conduct their own applied research project. Enrollment in this course must be approved by the Dean of the program.

Quarter Credit Hours: 0 | Prerequisite: HM598 and permission from the Dean

Human Services (HN)

HN501: Human Development and Human Behavior in Context

This course provides an overview of theories of human development. Using a developmental framework, the changing nature of human behavior in the context of individuals, families, and society is examined. Human behavior as it relates to the capabilities and limitations possessed by all individuals is explored. The impact of diversity on individuals in a larger social context is also evaluated. An emphasis is placed on applying theory and knowledge to methods of intervention that promote healthy functioning and autonomy in clients.

Quarter Credit Hours: 5 | Prerequisite: None

HN502: History, Multiculturalism, and Diversity in Human Services

This course explores the historical roots of human services and the need for advocacy and social change. In addition, the awareness of multiculturalism and diversity for human service professionals is emphasized as it relates to social policy and legislation that affects service delivery in a global society.

Quarter Credit Hours: 5 | Prerequisite: None

HN505: Skills and Practice in Human Services

This course provides an overview of comprehensive application of skills and practice within the human service field. This course provides skills within the human service field with a focus on applications related to the needs and services for diverse populations and settings. These skills include initial intake and assessment skills used to work with individuals, families, and groups. You will apply knowledge to analyze, integrate, and resolve issues within the human service field.

Quarter Credit Hours: 5 | Prerequisite: None

HN510: Professional Ethics and Personal Values

This course provides an overview of integrity in the human services profession. The course offers an introduction to professional ethics and the framework for applying these principles in a professional setting. You will explore personal values and the impact on ethical decision-making, as well as applying the knowledge to a variety of real-world situations.

Quarter Credit Hours: 5 | Prerequisite: None

HN520: Family Resilience Across the Life Span

This course provides an overview of the theory and skills needed to be able to work with family and community services. You will focus on skills needed to provide direct services to individuals, families, and groups. You will delve into family theory, systems theory, and resiliency theory in order to explore approaches to case management, and individual and group counseling. Emphasis will be placed on helping students to choose the least intrusive interventions in the least restrictive environment.

Quarter Credit Hours: 5 | Prerequisite: HN505

HN521: Developing and Delivering Family Services

This course provides an in-depth look at the development, implementation, and management of family service programs. You will be introduced to the organizational structure of communities and learn how an understanding of these structures and resources can help to develop the required knowledge of global influences on human service delivery, social policy, and community assessment for leaders in the field of human services.

Quarter Credit Hours: 5 | Prerequisite: HN505

HN522: Advocacy for Children and Families

This course provides the required knowledge to become an advocate for change. Emphasis is placed on advocacy work for individuals, families, and groups at all levels, including community development, community organizing, and global activism. You will learn the importance of advocating for client self-determination as well as the importance of establishing a rapport with clients, colleagues, and constituents.

Quarter Credit Hours: 5 | Prerequisite: HN505

HN530: Research, Grant Writing, and Funding

This course provides an understanding of the basic components of writing a grant proposal, including how to write an effective executive summary, needs statement, and accurate budget. An emphasis is placed on how to locate resources necessary to write a grant proposal and secure funding. The role of program planning and design as well as the necessity of performing a comprehensive community-needs assessment is examined. The different methods of program evaluation, including quantitative and qualitative, are also explored.

Quarter Credit Hours: 5 | Prerequisite: HN505

HN531: Program Development and Administration

This course provides an overview of the conceptual and theoretical topics related to the development and administration of human service programs. Skills needed to effectively develop and administer programs in the field of human services will be discussed. You will learn the tenets of program planning, implementation, and evaluation.

Quarter Credit Hours: 5 | Prerequisite: HN505

HN532: Organizational Nonprofit Management

This course provides an overview of the theory and skills needed to manage nonprofit organizations. You will analyze the history and theoretical foundations of organizational structure, the theories of leadership, and the role of leaders in effectively governing nonprofit organizations. You will evaluate the role of organizational and strategic planning.

Quarter Credit Hours: 5 | Prerequisite: HN505

HN598: Master's Internship in Human Services

This course will provide students in the Master of Science in Human Services with practical experience in a professional field. It provides an opportunity to combine academic theory with new, career-related experience. At least 15 hours per week must be devoted to tasks that apply theory and academic content in a professional setting for a minimum of 150 out-of-class hours. Tasks must be delineated in the Learning Contract, which demonstrates an advanced application of academic theory in the workplace.

Quarter Credit Hours: 5 | Prerequisite: Application approval and permission from the Department Chair

HN599: Master's Capstone in Human Services

This course is the culminating experience for the Master of Science in Human Services degree. The course builds on all of the skills and knowledge learned throughout the degree program. You will integrate and synthesize the knowledge and skills acquired throughout the coursework, conducting research related to current topics and challenges in the field of human services in order to demonstrate mastery of program outcomes.

Quarter Credit Hours: 5 | Prerequisite: Last term or permission of the Dean

Information Systems and Technology (IT)

IT503: Principles of Information Technology

This is an introductory course for students entering the Master of Science in Information Technology program without an undergraduate degree or work experience in information technology. You will learn the foundational principles of information technology as they relate to business. The course will address hardware and software components, telecommunications, databases, people, and procedures.

Quarter Credit Hours: 4 | Prerequisite: GB512 or IT513; only available as a second-term course for IT students; otherwise, permission from the Dean is required

IT504: Managing Information Technology in a Business Environment

Business strategies, organizational structures, and information technology must be aligned to achieve organizational goals. In this course, you will identify innovative solutions to business problems. Specific topics include the analysis of cost and benefits found in emerging technologies, the legal and regulatory implications of various information technology infrastructure strategies, and the complexity enterprises face in integrating new technology with existing infrastructure (humans, machines, and processes).

Quarter Credit Hours: 4 | Prerequisite: GB512 or IT513

IT510: System Analysis and Design

This course provides a detailed overview of system analysis and design methodologies. You will examine techniques to develop systems more efficiently, such as the system development life cycle (SDLC) and other processes. System requirements, functional design, display, and end-of-project conclusions and analysis are studied and practiced through a variety of activities.

Quarter Credit Hours: 4 | Prerequisite: IT503 or IT504

IT511: Information Systems Project Management

This course focuses on the key factors in effectively managing information systems projects. You will study project management techniques for information systems projects through detailed case studies and exercises. You will learn how to manage information systems projects through the use of the five project management process groups integrated with the ten project management knowledge areas. Approaches for information systems project management and examples relevant to information systems projects are used throughout the course.

Quarter Credit Hours: 4 | Prerequisite: IT504

IT513: Writing and Critical Thinking for the IT Professional

This course helps you develop effective academic writing skills and the ability to synthesize, evaluate, and discuss a variety of information technology concepts. The course emphasizes accurate grammar and standard punctuation, as well as the appropriate application of American Psychological Association (APA) style guidelines to produce logically structured academic papers that integrate referenced sources into the supporting arguments. You will achieve a comprehensive approach to graduate-level writing and research.

Quarter Credit Hours: 4 | Prerequisite: None

IT521: Decision Support Systems

This course provides a detailed overview of decision-making systems, models, and support in business. The course covers many fundamental topics including: analysis and development of decision support systems, business intelligence, knowledge acquisition and representation, knowledge management, intelligent systems over the Internet, and advanced intelligent systems.

Quarter Credit Hours: 4 | Prerequisite: None

IT522: Knowledge-Based Management Systems

This course provides a detailed overview of knowledge-based systems techniques and applications. Topics include symbolic structures and semantics, knowledge representation models, search techniques related to problem solving, knowledge engineering, knowledge and domain classification models, configuration models, and diagnosis and troubleshooting methodologies.

Quarter Credit Hours: 4 | Prerequisite: IT521

IT523: Data Warehousing Design and Development

This course discusses data warehousing. Topics covered in this course include: data warehousing architectures; data warehouse design; data warehouse dimensional modeling; data preparation and pre-processing; extraction, translation, and load (ETL) processing; business intelligence; executive information systems; dashboards; scorecards; drill up/drill down; slice and dice; managing unstructured data warehouses; terminologies, taxonomies, and ontologies and advanced data warehousing concepts. Advanced data warehousing concepts will include data warehouse appliances, big data, and big data technologies.

Quarter Credit Hours: 4 | Prerequisite: IT521

IT525: Database Design and Data Modeling

This course discusses the main tasks in designing a database and will use ERD tools in this process. The course covers fundamental design topics including: data modeling, entity-relationship diagrams, enhanced entity-relationship diagrams, the top-down database design methodology, the bottom-up database design methodology, functional dependencies, and the normalization process. The course will also introduce students to advanced topics of database management.

Quarter Credit Hours: 4 | Prerequisite: None

IT526: SQL Query Design

This course covers the SQL programming language and its use to retrieve and modify data in a relational database. Methods of ensuring data isolation and consistency are explored. Designing queries for optimum performance is emphasized. Query execution plans will be used as a tool for creating appropriate indexes to improve query performance. You will research the growing importance of "big data."

Quarter Credit Hours: 4 | Prerequisite: IT525

IT527: Foundations in Data Analytics

This course is intended to equip you with foundational skills in data analytics. These skills include problem/question definition, data identification and preparation, statistical and/or logical modeling, and evaluation and deployment. Both categorization and prediction modeling are covered, along with methods for selecting the most appropriate methods for a given question and data set. The course uses industry-standard software to enable you to learn analytical approaches such as linear and logistic regression, association rules, decision trees, k-Nearest Neighbors and k-means clustering, discriminant analysis, and other useful analytic techniques.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT530

IT528: Quantitative Risk Analysis

This course teaches you methodologies for using data analytics to detect, identify, and mitigate risk in a variety of forms. A variety of different quantitative risk assessment techniques are presented, including Failure Mode and Effects Analysis, fault tree analysis, expected payoffs, decision trees, and more. The case method is utilized to show real-world applications in finance, engineering, project management, loss/theft, loans, and fraud. The course will focus on formal risk processes. Issues of risk analysis ethics will also be included.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT530

IT530: Computer Networks

This course introduces data communications and networking technologies from the business perspective by heavily utilizing case studies and the decision-making process. Topics consist of network operating systems, local and wide area networks, and voice and wireless networks, as well as security and the Internet. The focus will be on practical applications of these concepts, including support issues, administration, and management.

Quarter Credit Hours: 4 | Prerequisite: IT513 or GB512

IT535: Advanced Network Management

Today's challenges in networking are focused on the design of cost-effective networks and keeping pace with emerging technologies. Topics include analysis and design models, Quality of Service (QoS), high-speed protocols, Voice over IP, and optical networks. This course will include the applied management perspective of advanced networking protocols as it pertains to administration and maintenance of networks.

Quarter Credit Hours: 4 | Prerequisite: IT530

IT537: Introduction to Cybersecurity

This course provides an overview of cybersecurity concepts including data confidentiality, integrity, and availability, and an understanding of systems and applications software necessary for foundational understanding of cybersecurity. You will examine methods for network situational awareness and dynamic decision-making for predicting and assessing the impact of various cyberattacks. Aspects of cyber-strong organizational structures and mitigation are emphasized. The course will also cover various risk assessment methodologies necessary for understanding cyber risk, organizational preparedness and gap areas, and identifying improvement processes for an organization's decision makers.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT530

IT540: Management of Information Security

IT professionals must focus on a wide range of security-related issues and develop security systems that address constantly changing threats. This course takes the approach that security components and business functions work in tandem. Topics like asset identification, human factors, compliance with regulations, personnel security, risk assessment, and ethical considerations are covered, as well as computer and network security tools and methods.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT530

IT541: Computer and Network Security

In today's world, protection of data is serious business. This course explains the concepts and techniques involved in keeping computers and networks secure. The course examines fundamentals such as viruses, worms, and other malicious software; authentication and encryption security; file security and shared resources; firewalls and border security; and physical and network topology security.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT540

IT542: Ethical Hacking and Network Defense

An ethical hacker is a security expert who attacks a system on behalf of the system's owners. This course focuses on discovering network vulnerabilities that a malicious hacker can exploit. The course explores penetration testing, footprinting and social engineering, scanning and enumeration, operating system weaknesses, and the methods used to hack Web servers and wireless networks. You will perform hands-on projects using state-of-art hacking tools and techniques.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT541

IT543: Cryptography Concepts and Techniques

Never before has the use of cryptography been so wide spread or so necessary. In this course, you will learn how to protect susceptible networks from attack by implementing encryption techniques. You will examine encryption algorithms, substitution and transposition, block ciphers versus stream ciphers, public key cryptography, hash functions, digital signatures, and authentication protocols. The course offers hands-on projects using modern cryptographic tools.

Quarter Credit Hours: 4 | Prerequisite: None

IT544: Platforms, Applications, and Data Security

In this course you will appraise platform/operating system software configuration strategies and techniques as related to cybersecurity. You will examine secure application development techniques and the role of application security throughout the software development life cycle (SDLC). This course will also include strategies and techniques for securing data at rest and in motion.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT541

IT545: Wireless, Mobile, and Cloud Security

This course examines strategies for managing the administration of wireless, mobile, cloud, and disruptive technological environments, such as social networking and the Internet of Things, in the context of cybersecurity.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT541

IT550: Computer Forensics and Investigations

This course explores the expertise required to conduct digital forensic investigations. Topics include investigation methods, problem-solving techniques, current forensics analysis tools, digital evidence acquisition and control, and impact of ongoing technological changes on digital forensics. Student projects include scenario-based investigations in investigating cybersecurity breaches.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT541

IT590: Legal and Ethical Issues in IT

This course provides a detailed discussion of the legal and ethical issues associated with the information technology age. Topics covered in this course include: ethical theories related to information technology, protection of intellectual property, privacy, computer and network security, cybercrimes, and ethical behavior for working in the computer industry.

Quarter Credit Hours: 4 | Prerequisite: IT513 or GB512

IT591: IT Security Auditing and Assessments

In this course you will appraise all standards and information technology (IT) security audit processes, evaluate security controls, and examine governance of compliance and control responsibilities. Most organizations are required to comply with IT security regulations and/or standards resulting from the establishment of the Sarbanes-Oxley Act, General Computing Controls, the Gramm-Leach-Bliley Act (GLBA), the Federal Information Security Management Act (FISMA), and the Payment Card Industry Data Security Standard (PCI DSS), and you will become familiar with these standards and regulations.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT541

IT592: Financial Investment of Cybersecurity

This course introduces you to budgetary and financial decision-making tools applicable to an organization's cybersecurity strategy. Effective use of these decision-making tools will enable future information technology (IT) security leaders to justify resources needed to secure an organization's information/data resources.

Quarter Credit Hours: 4 | Prerequisite: IT513 and IT541

IT595: Master's Capstone in Cybersecurity Management

The Master's Capstone in Cybersecurity Management synthesizes knowledge gained throughout all courses in the degree plan, and its comprehensive project demonstrates your mastery of this knowledge. The project will address a cybersecurity problem in either the research community or industry, and will indicate what you now offer to the industry, upon completion of this program.

Quarter Credit Hours: 4 | Prerequisite: Last term or permission from the Dean

IT596: IT Graduate Capstone Extension Course

This course should only be taken after IT 595: Master's Capstone in Cybersecurity Management or IT 599: Master's Capstone in Information Technology for the specific purpose of capstone project or thesis completion.

Quarter Credit Hours: 0 | Prerequisite: None

IT597: Master's-Level Information Technology Internship I

The internship provides you with an opportunity to learn about IT careers through practical, real-world experiences and mentoring from an IT professional. This experience will improve your technology skills and your understanding of the expertise needed for career success.

Quarter Credit Hours: 2 | Prerequisite: Second to last term and good academic standing, or the permission of the Dean of the School of Business and Information Technology

IT598: Master's-Level Information Technology Internship II

The internship provides you with an opportunity to learn about IT careers through practical, real-world experiences and mentoring from an IT professional. This experience will improve your technology skills and your understanding of the expertise needed for career success.

Quarter Credit Hours: 2 | Prerequisite: IT597

IT599: Master's Capstone in Information Technology

The Master's Capstone in Information Technology synthesizes knowledge gained throughout all courses in your degree plan, and its comprehensive applied project or thesis demonstrates your mastery of this knowledge, as well as your relevant skills and abilities.

Quarter Credit Hours: 4 | Prerequisite: Last term or permission of the Program Chair and/or Dean of the School of Information Systems and Technology

Instructional Technology (IX)

IX500: Foundations of Instructional Technology

This course focuses on the field of instructional technology, placing the field within the context of its history, current practices, and future directions. It provides the conceptual framework for other courses within the degree program.

Quarter Credit Hours: 5 | Prerequisite: None

IX510: Instructional Design

This course presents the philosophical and theoretical foundation of instructional design. Students explore instructional design process models commonly used by practitioners. They will apply the stages of a process model to create design documents in the education and training contexts. The model will address instructional analysis, assessing learning from instruction, media characteristics and selection, managing instruction, formative and summative evaluation, and the motivational design of instruction.

Quarter Credit Hours: 5 | Prerequisite: None

IX520: Needs Assessment and Evaluation in Education and Training

This course presents the knowledge and skills necessary to identify training and/or instructional problems and potential solutions. You will explore the advantages and disadvantages of multiple techniques for performing a needs assessment. You will develop skills and collect resources related to the selection and use of analysis methods. You will conduct a needs analysis and submit a report in an education or training context. You will also consider evaluation taxonomies and models, tools, and techniques, and develop an evaluation strategy for an instructional program.

Quarter Credit Hours: 5 | Prerequisite: None

IX535: Developing Instructional Materials

This course provides the knowledge and skills required to develop instructional materials for an instructor-led training scenario as approved by the instructor. This training scenario will provide the context and focus for the materials. Each student will create a series of print-based instructional materials for this scenario considering best practices and design and development guidelines.

Quarter Credit Hours: 5 | Prerequisite: None

IX536: Design and Development Tools

In this application-based course, you will discuss trends and issues of eLearning content development and explore similarities and differences among eLearning authoring tools and methods. You will learn how to develop original content with a variety of authoring tools and software applications and to repurpose existing material with reusable learning objects (RLOs) and content repositories. Interface layout standards, accessibility and SCORM compliance, and collaborative environments are explored. You will consider technical and development requirements for eLearning delivered through multiple learning channels including online and mobile platforms. You will also create a design document and instructional module in this course.

Quarter Credit Hours: 5 | Prerequisite: None

IX540: Research Methods for Education and Instructional Technology

This course presents an in-depth overview of typical quantitative research methods used in educational research. Students will prepare an educational research proposal including a problem statement, research question(s) and hypotheses, a preliminary literature review, and a quantitative research design. The course examines procedures associated with quantitative research as well as the ethical standards involved in the protection of human subjects in educational research. Practical limitations of quantitative designs will be discussed as well as possible methodologies to overcome those limitations.

Quarter Credit Hours: 5 | Prerequisite: None

IX542: Multimedia Development and Implementation

This course provides an introduction to digital media production. Students will acquire fundamental knowledge and skills in designing and producing digital media. Students will evaluate appropriate uses of digital media. The course introduces the tools of digital video production and sharing as students create online instructional materials using digital media.

Quarter Credit Hours: 5 | Prerequisite: None

IX550: Project Management and Implementation in Education and Training

This course presents approaches to project management for education and training projects. You will explore concepts of project management and leadership, tools, procedures, and methodologies. You will focus on creating, monitoring, and reporting project plans from the proposal to the implementation stages. You will consider project constraints including time, cost, resource allocation, and scope. Concepts of change management are also explored and applied to implementation strategies used in education and training environments.

Quarter Credit Hours: 5 | Prerequisite: None

IX560: Instructional Technologies Infrastructure

This course provides an introduction to computer networking and establishes a basic understanding of the infrastructure required to incorporate technology into the K-12 environment. You will learn the basics of computer networks and technology infrastructure. You will also learn how infrastructure supports classroom design for learning with technology tools. You will identify the skills necessary to design, install, maintain, and troubleshoot a technology-based learning environment and analyze the roles necessary to maintain effective infrastructure. In addition, you will learn how to assess institutional technology needs and plan for future growth.

Quarter Credit Hours: 6 | Prerequisite: None

IX562: Technology Enhanced Learning Environments - K-12

In this practitioner-oriented course, students will explore existing and emerging multimedia technologies used in K-12 classrooms through peer and individual assignments. They will evaluate existing instructional resources available with classroom textbooks in open source content and learning object repositories. They will design and create an instructional lesson appropriate for the K-12 setting while adhering to federal, state, and local mandates regarding media development.

Quarter Credit Hours: 6 | Prerequisite: None

IX565: Design of Learning Environments

This course presents activities related to the design of a learning application. You will explore advantages and disadvantages of multiple learning environments and content delivery technologies. You will develop a plan for an individualized learning project that includes a template for design of a specific environment. Course topics include education and communication theory, course and content delivery methods, asynchronous and synchronous technologies, multimedia design, usability testing, and integration of multimedia objects within instructional programs and systems.

Quarter Credit Hours: 5 | Prerequisite: None

IX570: Design of Online Instruction in K-12 Environments

In this application-based course, you will explore similarities and differences between web-based learning and on-ground learning in K-12 classrooms. You will learn how to repurpose existing material and chunk content into online modules while organizing and managing reusable learning objects. You will design assessment items suitable for the online environment and learn about issues related to assessing students from a distance. You will create design documents and content for an online course. You will also participate in peer-review evaluations and provide constructive feedback based on principles of online instructional design.

Quarter Credit Hours: 5 | Prerequisite: None

Law (CL)

CL500: Fundamentals

The Fundamentals course is designed to give you a glimpse into the law school experience and the tools and systems you will use while at Concord Law School so that you are prepared to begin your studies on the first day of class. While not required and no credit is given, participation is highly encouraged as it will provide foundational knowledge of the law and how to best prepare for your law school journey.

Credit Hours: 0 | Prerequisite: None

CL600: Introduction to Legal Analysis I

This first-year course is designed to introduce you to the study of law and the American Legal System. It teaches you the ability to spot and analyze legal issues in factual situations. The course also introduces you to legal reasoning and legal writing.

Credit Hours: 1 | Prerequisite: None

CL601: Introduction to Legal Analysis II

This course is a continuation of CL600: Introduction of Legal Analysis I. This first-year course is designed to introduce you to the study of law and the American Legal System. It teaches you the ability to spot and analyze legal issues in factual situations. The course also introduces you to legal reasoning and legal writing.

Credit Hours: 1 | Prerequisite: CL600

CL610: Contracts I

This course examines the legal theories and principles relating to parties and agreements and their resultant obligations or benefits. Covered topics include: formation, conditions, and remedies of contracts; bargained-for consideration; third-party contracts (including assignments and delegations); statute of frauds; parole evidence; impossibility of performance; and frustration of purpose.

Credit Hours: 4 | Prerequisite: None

CL611: Contracts II

This course is a continuation of CL610: Contracts I. This course examines the legal theories and principles relating to parties and agreements and their resultant obligations or benefits. Covered topics include: formation, conditions, and remedies of contracts; bargained-for consideration; third-party contracts (including assignments and delegations); statute of frauds; parole evidence; impossibility of performance; and frustration of purpose.

Credit Hours: 4 | Prerequisite: CL610

CL620: Torts I

This course explores the study of civil liability relating to intentional acts and violation of duties imposed by law. In addition, legal wrongs committed by a private person upon the person or property of another independent of a contractual relationship are covered in detail in this course. Topics include intentional torts, negligence, strict liability, product liability, nuisance, defamation, invasion of privacy, and misrepresentation.

Credit Hours: 4 | Prerequisite: None

CL621: Torts II

This course is a continuation of CL620: Torts I. This course explores the study of civil liability relating to intentional acts and violation of duties imposed by law. In addition, legal wrongs committed by a private person upon the person or property of another independent of a contractual relationship are covered in detail in this course. Topics include intentional torts, negligence, strict liability, product liability, nuisance, defamation, invasion of privacy, and misrepresentation.

Credit Hours: 4 | Prerequisite: CL620

CL630: Criminal Law I

This course examines the state's ability to punish individuals for wrongs committed. Homicide, theft (including robbery and burglary), assault, rape, kidnapping, and arson as well as attempts, conspiracies, and solicitation are covered in depth. The state of mind required to commit a crime, including justifications and excuses, is thoroughly covered.

Credit Hours: 3 | Prerequisite: None

CL631: Criminal Law II

This course is a continuation of CL630: Criminal Law I. This course examines the state's ability to punish individuals for wrongs committed. Homicide, theft (including robbery and burglary), assault, rape, kidnapping, and arson as well as attempts, conspiracies, and solicitation are covered in depth. The state of mind required to commit a crime, including justifications and excuses, is thoroughly covered.

Credit Hours: 3 | Prerequisite: CL630

CL650: Constitutional Law I

This course examines the organization and framework of the federal government, the distribution of political and governmental authorities and functions, and the fundamental principles that regulate the relationship between the government and its citizens. Specific topics include the source of judicial review, the powers of legislative and executive branches, the authority reserved for the states, due process, equal protection, and First Amendment freedoms.

Credit Hours: 3 | Prerequisite: None

CL651: Constitutional Law II

This course is a continuation of CL650: Constitutional Law I. This course examines individual rights under the United States Constitution that impose limitations on governmental power. Specific topics include due process, equal protection, and First Amendment freedoms.

Credit Hours: 3 | Prerequisite: CL650

CL660: Real Property I

The law governing all aspects of real property and the creation of rights is the focus of this course. Additional topics include ownership rights (including present estates), co-tenancy, future interests, and the relations between landlord and tenant. Real property contracts, statute of fraud problems, real property mortgages, conveyancing, and adverse possession are also discussed.

Credit Hours: 4 | Prerequisite: None

CL661: Real Property II

This course is a continuation of CL660: Real Property I. The law governing all aspects of real property and the creation of rights is the focus of this course. Additional topics include ownership rights (including present estates), co-tenancy, future interests, and the relations between landlord and tenant. Real property contracts, statute of fraud problems, real property mortgages, conveyancing, and adverse possession are also discussed.

Credit Hours: 4 | Prerequisite: CL660

CL670: Civil Procedure I

Access to the U.S. court system is the focus of this course. Proper jurisdiction and venue (including long-arm statutes and minimum contacts) are covered in detail. Other topics include pleadings, joinder of parties and claims, class actions, discovery, summary judgment, directed verdict, res judicata, collateral estoppel, and the appeal process.

Credit Hours: 3 | Prerequisite: None

CL671: Civil Procedure II

This course is a continuation of CL670: Civil Procedure I. This course addresses the requirements of the civil litigation process in federal courts. These requirements come from the United States Constitution, federal statutes, and the Federal Rules of Civil Procedure. This course covers answers and amendments to complaints, choice of law, discovery, summary judgment, judgment as a matter of law, jury trials, preclusion, and touches on appellate review. As part of the course, you will draft an answer to a complaint, discovery requests, and a motion for summary judgment with a memorandum of law.

Credit Hours: 3 | Prerequisite: CL670

CL685: Criminal Procedure

This course focuses on the law governing the rights of the accused. The topics of arrest, search and seizure (Fourth Amendment), confession and self-incrimination (Fifth Amendment), police lineups, sentencing and the death penalty (Eighth Amendment), and the right to counsel (Fifth and Sixth Amendments) are covered in detail.

Credit Hours: 4 | Prerequisite: CL630 (can be taken as a corequisite)

CL700: Corporations and Business Organizations I

This course covers the area of law relating to artificial persons or legal entities, consisting of members acting with a common purpose. Particular emphasis is placed on the formation of the corporate unit, the sale of shares (including federal securities law), the operation and management of the corporation, and the law covering dividends, repurchases, and redemptions.

Credit Hours: 2 | Prerequisite: None

CL701: Corporations and Business Organizations II

This course is a continuation of CL700: Corporations and Business Organizations I. This course covers the area of law relating to artificial persons or legal entities, consisting of members acting with a common purpose. Particular emphasis is placed on the formation of the corporate unit, the sale of shares (including federal securities law), the operation and management of the corporation, and the law covering dividends, repurchases, and redemptions.

Credit Hours: 2 | Prerequisite: CL700

CL710: Evidence I

This course covers the substance of and means by which alleged matters of fact are proved or disproved in court. Central topics include the requirements for the introduction and impeachment of evidence, relevancy, character evidence, expert testimony, privileges, and hearsay. The course also covers the roles of judges and juries in the evaluation of evidence.

Credit Hours: 3 | Prerequisite: None

CL711: Evidence II

This course is a continuation of CL710: Evidence I. This course covers the substance of and means by which alleged matters of fact are proved or disproved in court. Central topics include hearsay, expert testimony, and privileges. The course also covers the roles of judges and juries in the evaluation of evidence, and key distinctions between the Federal Rules of Evidence and the California Evidence Code.

Credit Hours: 3 | Prerequisite: CL710

CL727: Legal Analysis and Writing

This course teaches you how to synthesize complex information, analyze and formulate strategy, predict outcomes, and advocate for a client. You will develop objective and persuasive writing skills and ethical values in legal writing. The course covers the client interview, letters and other communications, and a pretrial brief.

Credit Hours: 2 | Prerequisite: CL601

CL728: Advanced Legal Analysis and Writing - Regulatory and Transactional

This course teaches you how to analyze and write in legal and professional fields. You will develop skills and ethical values in analyzing issues using objective and persuasive writing. Course projects will provide instruction and practice in advanced writing skills that are useful to anyone in legal and professional fields, such as drafting an employment contract provision, advising a client, and analyzing a regulation or policy.

Credit Hours: 2 | Prerequisite: CL727

CL729: Advanced Legal Analysis and Writing - Litigation

This course gives you an opportunity to practice analysis and writing in the context of a variety of tasks in which litigators typically engage. You will develop skills and ethical values in formulating legal strategy; drafting legal documents to file with a court, including a brief; and presenting an oral argument.

Credit Hours: 2 | Prerequisite: CL727

CL730: Electronic Legal Research

This course focuses on research skills and techniques, including the use of an online library. You will learn to plan the research process, evaluate research resources, find relevant legal authorities, and evaluate the weight of authority.

Credit Hours: 2 | Prerequisite: None

CL735: Professional Responsibility

The law relating to the ethical standards that govern attorneys and judges is the focus of this course. It covers the ABA Model Rules of Professional Conduct, the ABA Model Code of Judicial Conduct, and some California Rules of Professional Conduct. The course will also include materials on professional conduct of the attorney, the role of a lawyer, the lawyer as an officer of the court, and the relationship of the lawyer to society.

Credit Hours: 2 | Prerequisite: JD only

CL740: Future of Law Practice

This course will explore emerging topics in law practice. Topics will include challenges and opportunities emerging in ethics, societal and legal industry change, and technology. Specific emphasis will be placed on application of the ABA Rules of Professional Responsibility to contemporary law practice. Skills emphasized in the course are research, analysis, communication, and business planning.

Credit Hours: 2 | Prerequisite: JD only; CL730

CL745: Cross Professional Ethics

This course focuses on fundamental, contemporary ethical questions in the practice of law and examines the basic premises underlying the lawyer-client relationship and some of the duties of lawyers including duties to clients, the public, the courts, and other professionals. It also compares the ethics of the legal profession with other professions. The course incorporates various forms of media to illustrate ethical dilemmas in everyday professional life, including presentations, web resources, and print media.

Credit Hours: 2 | Prerequisite: None

CL750: Estates, Wills, and Trusts I

This course covers the law of estates and trusts as applied in California and gives a general overview of how it applies in the rest of the country. Issues dealing with the validity and revocation of wills are examined in particular, as they may affect distribution of assets of an estate. In addition, the laws of express trusts (including creation and administration), charitable trusts, and consecutive trusts are covered.

Credit Hours: 2 | Prerequisite: None

CL751: Estates, Wills, and Trusts II

This course is a continuation of CL750: Estates, Wills, and Trusts I. This course covers the law of estates and trusts, including different types of trusts; the formation, modification, and termination of trusts; the rights of beneficiaries and creditors to trust assets; the duties of trustees; and the rights and remedies available to beneficiaries in the event of trustee breaches. Related topics such as powers of appointment and future estates are also addressed. In addition, the course will revisit wills topics addressed in CL750, examine the requirements for basic estate planning, and teach practical skills related to interviewing estate planning clients, planning estates, and drafting wills.

Credit Hours: 2 | Prerequisite: CL750

CL760: Community Property

This course covers the Law of Community Property and Division of Marital Assets in California. Specific topics include the characterization of property as separate or community, creditors' rights, third-party transfers, and the resolving of disputes upon the termination of a relationship or the death of a party.

Credit Hours: 2 | Prerequisite: None

CL761: Family Law Practicum

This course continues where CL 760 left off, incorporating practical community property and family law skills and concepts. Family law is a very common practice area for solo and small firm attorneys, particularly early in their careers, and there is a societal need for representation in this area, given that 80 to 90 percent of family law litigants are self-represented. Family law is at the intersection of law, social policy, and the most intimate of human relations, marriage and parentage. This course will explore topics including jurisdiction over the family, separation, dissolution, annulment, parenting time, parenting responsibility, child support, partner support, and domestic violence. Much of family law is policy driven and designed with a policy outcome in mind. This class will help you analyze legal policy to determine if, in application, it meets the policy goal. You will engage in practical exercises in the context of California law and procedure.

Credit Hours: 2 | Prerequisite: CL760

CL770: Remedies I

This course reviews both legal and equitable remedies, focusing on the underlying liability theories that give rise to the remedy and the remedy itself. Special attention is given to contract and tort remedies. Students will be exposed to the types of problems that they may encounter in law practice, with particular emphasis on ones that cross a variety of disciplines. Final papers are similar to the performance tests currently administered by the State Bar of California.

Credit Hours: 2 | Prerequisite: None

CL771: Remedies II

This course is a continuation of CL770: Remedies I. This course reviews both legal and equitable remedies, focusing on the underlying liability theories that give rise to the remedy and the remedy itself. Special attention is given to contract and tort remedies. Students will be exposed to the types of problems that they may encounter in law practice, with particular emphasis on ones that cross a variety of disciplines. Final papers are similar to the performance tests currently administered by the State Bar of California.

Credit Hours: 2 | Prerequisite: CL770

CL780: Capstone I

This course provides you with an effective means of integrating what you have learned over the course of your legal education, building on a strong substantive and skills foundation to make critical judgments about the law and policy as a practicing attorney. Special attention will be devoted to the skills necessary for success on the California Bar Examination. Through work with testing forms currently employed by the California Committee of Bar Examiners, you will refine your ability to analyze legal principles and express your thoughts in an appropriate legal fashion. This course will be graded pass/fail.

Credit Hours: 2 | Prerequisite: Fourth year JD only

CL781: Capstone II

This course is a continuation of CL780: Capstone I. This course provides you with an effective means of integrating what you have learned over the course of your legal education, building on a strong substantive and skills foundation to make critical judgments about the law and policy as a practicing attorney. Special attention will be devoted to the skills necessary for success on the California Bar Examination. Through work with testing forms currently employed by the California Committee of Bar Examiners, you will refine your ability to analyze legal principles and express your thoughts in an appropriate legal fashion. This course will be graded pass/fail.

Credit Hours: 2 | Prerequisite: CL780

CL801: Contract Drafting

A lawyer once said, "Legal drafting is legal thinking made visible." The drafter's work makes explicit the parties' understanding of the deal, but also fills the "gaps" sometimes left in contract negotiations and anticipates problems that might arise in the future. This course uses contract drafting to (1) exemplify the principles of contract law; (2) illustrate those principles in a planning context rather than a litigation context; and (3) develop the legal skills of reading, writing, and analysis. Through a series of readings and drafting exercises, you will learn to analyze and draft contracts that accomplish the particular needs and objectives of your client.

Credit Hours: 2 | Prerequisite: None

CL802: Business Planning and Skills Training - Practicum

This course focuses on the role of the lawyer as an advisor to closely held businesses and their owners. During the course, you will study and plan the formation, operation, and dissolution of a closely held business. You will receive the substantive knowledge you need to draft the documents required by the business.

Credit Hours: 4 | Prerequisite: CL700 and CL701 (can also be taken as a corequisite)

CL805: Federal Taxation

This course examines the fundamental concepts underlying the federal income tax system, with emphasis on its history and current operation. Major topics that will be explored include determination of gross income and deductions, timing issues, and disposition of property, with emphasis on taxation of the individual. You will gain an understanding of the research tools used by lawyers in analyzing taxation issues.

Credit Hours: 4 | Prerequisite: None

CL811: Administrative Law

This course provides an overview of administrative law and procedure, including the creation and authority of federal agencies and the ways that agencies exercise their authority to govern certain areas. It includes a review of agency rulemaking, investigation, and adjudicatory functions. It also includes judicial review of administrative agency actions. The assessments in the course give you hands-on opportunities to apply what you learn by completing projects on federal agencies in which you are interested and by addressing situations based on real agency actions.

Credit Hours: 4 | Prerequisite: None

CL813: Employment Discrimination

This course will focus on the federal statutory responses to the issues surrounding employment discrimination on the basis of age, disability, race, color, religion, sex, national origin, and alienage. In this context, you will examine the manner in which Congress and the federal courts have balanced the competing interests of preserving the rights to control private property with the nation's commitment to equal opportunity in employment. To that end, you will carefully examine the provisions of Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, national origin, and sex, the nineteenth-century federal Reconstruction Civil Rights Acts, the Age Discrimination in Employment Act, and the Americans with Disabilities Act.

Credit Hours: 2 | Prerequisite: None

CL816: Immigration Law

Immigration law has a significant impact on individuals, families, businesses, nonprofits, and national security. Immigration intersects with employment, criminal, and family law. This course will prepare you for practical application of immigration law. You will learn about obtaining the various kinds of visas, permanent residency, grounds and process for removal and asylum, as well as the path to citizenship. You would benefit from taking Constitutional Law and Criminal Procedure before this course, but are not required to do so.

Credit Hours: 2 | Prerequisite: CL601

CL820: Intellectual Property

This is a survey course in the field of intellectual property law. Topics that are covered include examination of the statutory basis and rationale for protection of inventions (patents), creative works (copyright), and brands (trademarks). The course will include review of the processes involved in obtaining federal protection of intellectual property and the threshold criteria for qualifying for such protection. The enforcement of intellectual property rights will also be discussed, including where subject matter and personal jurisdiction may be found.

Credit Hours: 4 | Prerequisite: None | Corequisite: CL650 and CL670

CL821: Cyber Law

This broad survey course is designed to explore the legal, ethical, and technological issues involved in cyberspace. Topics will include: Internet history, policy development, governance, and regulation; jurisdiction; First Amendment and privacy; copyright and fair use; and trademark. The course lends itself to active discussion of issues. Discussion may require additional research and bluebook citation and, to promote active discussion, will have deadlines.

Credit Hours: 4 | Prerequisite: None | Corequisite: CL650 and CL661 recommended

CL822: Patent Law Fundamentals

This class focuses on the law relating to the procurement and enforcement of patent rights. The course begins with an examination of the statutory basis for patents and how that relates to the "patentability requirements." The patentability requirements are also discussed in the context of patent litigation, where a failure to meet the requirements can provide a defendant a way to invalidate a patent that is asserted against it. In this course you will gain a broad overview of the patent laws as interpreted by the U.S. Patent and Trademark Office and applied by the various federal courts (primarily the U.S. Court of Appeals for the Federal Circuit) that have exclusive jurisdiction to hear patent matters.

Credit Hours: 2 | Prerequisite: None

CL823: Patent Litigation

This course will focus on the law associated with enforcing patents through the U.S. district court system including the elements of the complaint (i.e., standing/jurisdiction, infringement, damages), issues arising in discovery (potential defenses), trial (the role of the judge and jury), and a potential appeal to the U.S. Court of Appeals for the Federal Circuit (CAFC).

Credit Hours: 2 | Prerequisite: CL820 or CL822, CL670, and CL671 (can also be taken as corequisites)

CL824: Patent Claim Drafting

This class will focus almost entirely on the law and rules associated with writing claims that pass muster at the U.S. Patent and Trademark Office. Such claims must be written to cover the invention and, at the same time, avoid the "prior art." Such claims should be of varying scope, commercially relevant, and stand up to validity challenges during litigation. This course will introduce you to sufficient principles regarding patent law to be able to understand the patent application prosecution process and write claims.

Credit Hours: 2 | Prerequisite: CL820 or CL822 (can also be taken as corequisites)

CL826: Cybersecurity Law

Cybersecurity law is a complex area of practice that is likely to expand and evolve. This course will provide insights into data security law, data breach notification laws, privacy law as it applies to cybersecurity, antihacking law, and government surveillance law. Laws discussed will include HIPAA, HITECH, FERPA, and GLBA. Skills practiced in this course will include writing, analysis, and research.

Credit Hours: 2 | Prerequisite: CL601

CL830: Health Law

This course introduces you to the legal issues involving the health care system and health care providers. Areas covered include licensing and discipline, informed consent, confidentiality, patient-professional relationships, liability of health care professionals and institutions, fraud and abuse, and beginning of life and end of life issues.

Credit Hours: 4 | Prerequisite: None

CL831: Medical Malpractice/Professional Liability

This course examines the duty of health care professionals and organizations to provide appropriate care by addressing specific tort issues, practice guidelines and standards, applicable regulations, and data bank issues.

Credit Hours: 2 | Prerequisite: CL830

CL833: Medical Products Liability

This course explores the legal aspects of health-related products liability, including medical devices, pharmaceuticals, and genetically engineered treatment modalities, plus relevant toxic tort issues. You will evaluate the current laws applicable to these areas and how they are applied through product liability claims and through administrative agencies like the U.S. Food and Drug Administration (FDA). The course will emphasize health law issues in products liability and will also cover aspects of administrative law. The course assessments provide you with some hands-on opportunities to apply what you learn in a "real-world" way by completing projects on the FDA and on litigation involving medical devices and pharmaceuticals and by drafting pleadings and a judicial decision to address hypothetical situations.

Credit Hours: 2 | Prerequisite: None

CL834: Risk Management in Health Care

This course explores various models and trends in risk management programs, along with their components. The course will focus on all forms of risk and risk management in health care environments, from initiation of care through completion of care.

Credit Hours: 2 | Prerequisite: CL830

CL836: Health Law Independent Study

This course affords you the opportunity to write a major paper on a health law topic. Papers will have to be original, be significant in length, and reflect a high level of research and thorough analysis of a topic. You will develop a thesis or prepare an expository piece on a particular area of health law.

Credit Hours: 2 | Prerequisite: CL830

CL840: Trial Advocacy - Theories, Tactics, and Techniques

This course introduces you to the fundamentals of the courtroom and oral advocacy. Interactive modules allow you to study the foundation of effective advocacy and to learn by doing. You are exposed to trial tactics and techniques including opening statements, direct and cross examinations, introduction of evidence, and closing arguments. You are assessed and receive feedback on your own performances via online video presentations. You must have access or arrange access to a webcam or other recording device that allows you to record videos online. Credit Hours: 3 | Prerequisite: CL670 and CL671; CL710 and CL711 (can be taken as a corequisite)

CL841: ADR and Technology

ADR and Technology explores how technology can facilitate dispute resolution and problem solving. You will analyze online dispute resolution platforms that already exist, and you will have an opportunity to resolve disputes using those platforms. You first will be introduced to different traditional offline dispute resolution processes. You then will use and critically evaluate different audio, video, and text-based technologies that can assist in resolving disputes; become familiar with several existing dispute resolution software programs that are available commercially; study and discuss current literature concerning technology-mediated dispute resolution; and be expected to use video and audio technology to make a presentation to the entire class. You are expected to attend select live class sessions. You must have, or have ready access to, a web camera (webcam) as well as a sufficiently fast Internet connection to participate in a direct negotiation via webcam. You are also required to participate in dispute resolution simulations using email and instant messaging.

Credit Hours: 2 | Prerequisite: None

CL842: Oral Argument Training and Practice

This course covers effective oral argument and how to implement presentational skills in the context of how to argue a case before an appellate court. The skills, however, apply equally to (1) students who will argue a motion before a trial court and (2) students who never intend to practice law but, on occasion, need to speak before a group of people. You will analyze and apply legal principles and policy to a complicated fact pattern and improve your skills in organization and logical thinking. While there are written assignments, success in the course turns on two oral arguments, one on each side of the case. You will work with partners and on teams. The overarching goal of this course is "collaborative learning," and you will research, analyze, and plan arguments in "law firm" teams. This is an opportunity to work in cooperative groups toward a final collective goal.

Credit Hours: 2 | Prerequisite: None | Corequisite: CL730

CL843: Virtual Law Practice

Virtual law practice is a fact of operation for the vast majority of modern law firms; even law firms that would not be considered to be wholly virtual nonetheless incorporate components of virtual practice. This course will focus on the practical aspects of virtual law practice management, and the constituent technology inputs that make up such a practice, making this a useful overview if you wish to incorporate any aspect of virtual practice into what you will do. This course will also address ethical considerations, client acquisition tactics, staffing, data management, and the future of virtual law firms.

Credit Hours: 2 | Prerequisite: None

CL845: Administrative Advocacy

In this course, you will develop skills related to interviewing clients, presenting evidence, and making legal arguments at administrative hearings. You will participate in a mock hearing using a free video chat platform assigned by the professor. You will interact with your professor and fellow classmates by email, phone, and face-to-face using the video chat platform. You must have, or have ready access to, a web camera (webcam), a microphone, and a sufficiently fast Internet connection in order to participate in these interactions and in the mock hearing.

Credit Hours: 2 | Prerequisite: CL601

CL850: Education Law

Education Law provides you with an overview of key topics in the field by examining the constitutional principles, statutes, agency regulations, and judicial decisions that have shaped public and private education. The course will help you understand how these various sources of law affect schools and their students and staff. Topics include: foundational principles; school funding; employment issues; school liability; instruction and curricular issues; privacy rights and right-to-know laws; student and teacher rights in areas such as the First Amendment, discipline, discrimination, and religion; search, seizure, and interrogation; special education; other federal laws; and cutting-edge topics such as electronic speech, discipline for off-campus behavior, cyberbullying, strip searches, and education reform. The course uses a problem-based approach that allows you to apply what you learn by discussing and addressing real-world situations through various problems, activities, and assessments. You will also go outside of the classroom materials to gather information about how education law works in practice in your own state.

Credit Hours: 4 | Prerequisite: None

CL855: Special Education Law

Special Education Law provides you with an overview of key topics in the field by examining the statutes, agency regulations, and judicial decisions that have shaped special education. Topics include evaluations, eligibility, the meaning of a free and appropriate public education (FAPE), Individual Education Programs (IEPs), placement, least restrictive environment requirements, discipline, procedural safeguards, dispute resolution, Section 504/ADA, and remedies. The course will help you understand how the legal standards that govern these topics impact the services that schools must provide to students with disabilities. The course allows you to apply what you learn by discussing and addressing real-world situations through various problems and assessments. You will also go outside of the classroom materials to gather information about how special education law works in practice and in your state.

Credit Hours: 2 | Prerequisite: None

CL884: Legal Education Experience Program (LEEP)

The Legal Education Experience Program (LEEP) provides you with the opportunity to experience the law. You will apply your knowledge of the law and utilize your legal skills at a corporation, organization, government entity, law firm, or other setting. You will work with the Director of Externships to identify and obtain approval for an appropriate externship. You may take this course a second time for credit if you obtain a different externship. This course will be graded pass/fail.

Credit Hours: 2 | Prerequisite: Minimum 2.0 cumulative GPA

CL890: Independent Study

This course requires you to design and execute a research project that generally will result in a paper of at least 30 pages. If you are considering this elective, you should review the Independent Study Request Form for further information on the expectations for student work in the course and the process for getting approval of an independent study project. You may take this course a second time for credit if you get approval for a different independent study project.

Credit Hours: 2 | Prerequisite: Preapproval via Independent Study Request Form, cumulative GPA requirement. | Corequisite: CL727

CL892: Independent Study

This course requires you to design and execute a research project that generally will result in a paper of at least 60 pages. If you are considering this elective, you should review the Independent Study Request Form for further information on the expectations for student work in the course and the process for getting approval of an independent study project. You may take this course a second time for credit if you get approval for a different independent study project.

Credit Hours: 4 | Prerequisite: Preapproval via Independent Study Request Form, cumulative GPA requirement | Corequisite: CL727

CL894: Moot Court - Honors Program

In this course, selected third- or fourth-year JD students have an opportunity to participate in external moot court competitions in order to hone written and oral advocacy skills. Competitions selected may change from year to year.

Credit Hours: 4 | Prerequisite: CL729 and selection by faculty

CL900: First-Year Intensive (FYI)

First-Year Intensive (FYI) is an extensive program designed to prepare students for the First-Year Law Students' Exam (FYLSE). The course is a full review of the substantive law covered on the FYLSE, together with lectures on the techniques necessary to succeed on the exam. Finally, this course also contains extensive practice materials to allow you to hone the necessary skills needed to successfully complete the exam.

Credit Hours: 0 | Prerequisite: JD only

CL950: Second Time Success

The Second Time Success (STS) program is designed to help you focus your studying as you prepare to retake the First-Year Law Students' Exam. In addition to individual feedback and support, STS is centered on a series of live seminars. The first seminar reviews your experiences in preparing for the FYLSE and discusses strategies for overcoming obstacles to preparedness. STS also includes lectures and written assignments from the Concord First course and concludes with FYLSE seminars which begin approximately one month prior to the exam.

Credit Hours: 0 | Prerequisite: None

Legal Studies (LS)

LS500: Legal Methods and Process

This course introduces students to the legal system. The course will examine the organization of the court system, the different types and sources of the law, the roles of professionals in the legal system, and the way the law is created. Students will study the parallel court system in the federal and state system, as well as the development of rulings and procedures of administrative agencies. In addition, the course will explore laws made in a legislative body.

Quarter Credit Hours: 5 | Prerequisite: None

LS501: Ethics and the Professional

This course will explore the concept of ethics and its relationship to the professional. The course will examine concepts of normative ethics, professional behavior and moralistic ethics, and the relationship of ethical decision making to institutions and organizations in society. The focus will be on general ethical principles and the determination of fundamental and common values in society that govern societal institutions.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS502: Legal Research, Analysis, and Writing

This course focuses on reading, analyzing, and applying the law found in a variety of legal sources including cases, statutes, administrative rulings, and journal articles. Topics will include methods to analyze cases to determine the facts, issues, analysis, and holdings of a case as well as determining the meaning and purpose of statutes, legislative enactments, and administrative rulings. You will engage in a variety of legal writing, including case briefs, memoranda, and opinions, and will engage in computerized research and develop skills in writing as well as proper citation of legal materials.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS503: Jurisprudence and Legal History

This course will provide students with a view of the sources and historical development of legal principles as well as the philosophical foundations of American legal principles. Students will develop an understanding of significant trends in American legal history as well as current trends in development of law and the philosophy of the law that is the underpinning of many public policy actions.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS504: Applied Research in Legal Studies

In the first of two courses in applied research in legal studies, students will be introduced to applied research within the profession, which encourages adoption of the role of a reflective practitioner who seeks to simultaneously understand and change the professional setting. Students will examine the history of applied research and the intersection of applied research and experimental research. This study allows participants to develop an understanding of the processes and how they can impact their own professional setting.

Quarter Credit Hours: 5 | Prerequisite: Third to last term

LS506: Understanding Civil Responsibility

This course explores the resolution of private disputes between citizens and institutions in society. You will study the methods established by society for the measure of appropriate conduct in personal and institutional relationships. You will also study the process provided for the resolution of those disputes and the remedies in place in society for the violation of those measures.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS507: Understanding Criminal Responsibility

This course explores the processes of establishing individual responsibility for violation of individual societal standards of behavior and the remedies for violations of those standards. Students will study the requisite state of mind necessary to prove criminal conduct, the specific types of crimes, punishments for crimes, and defenses. Students will also study the impact of criminal conduct and standards on societal institutions and organizations.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS508: Family and the Legal System

This course explores a myriad of family law issues in the legal system. These issues include children's rights, shared custody, privacy rights relative to domestic relations, same-sex marriage, and interracial adoptions, among others. This course is vital to any legal studies professional, as it discusses the various concepts and roles that a professional can encounter in the field of family law.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS509: Contracts as Private Law

This course will deal with the concept of the contract as a tool in a society of individuals to establish private law through agreement. Students will study basic elements of the contract including offer and acceptance, damages, and restitution as well as the relationship of the contract as a foundational aspect of societal institutions and organization and the philosophical underpinnings of the contract as an interface between law and society.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS510: Intellectual Property and Digital Entertainment

This course will explore various intellectual property protections including patent, trademark, copyright, and trade secret; the desirability of providing such monopolistic protections, and their impact upon society. The course will further explore how these protections impact and relate to content creation, distribution, and storage in digital media space. Students will be introduced to ownership, infringement, and licensing issues related to these property rights, and to the interrelationship between these issues and emerging digital media technologies.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS526: Academic and Professional Writing for Graduate Students

Writing effectively and accurately is a necessary skill in the academic and professional worlds. Academic and Professional Writing for Graduate Students is designed to prepare students for the demands of academic and professional writing in their coursework, professional career, and for their final capstone/research paper. Students will learn to communicate complex and difficult material clearly to a wide variety of expert and nonexpert readers, and write for the kinds of audiences that they will encounter as professionals and who rely on the words on the page to make meaning. This course will introduce students to the basic elements of academic and professional writing at the holistic and sentence level. Students will gain an understanding of audience and purpose, as well as the graduate research, writing, and formatting process. Emphasis is placed on citing and quoting primary materials, organization strategies, and grammar, editing, and usage so that students hone and fine-tune their writing skills.

Quarter Credit Hours: 5 | Prerequisite: None

LS602: Comprehensive Exam Capstone

As a final step in the Master of Science in Legal Studies, students may choose the nonthesis option and successfully complete a comprehensive exam. This comprehensive exam incorporates the program outcomes of the Master of Science in Legal Studies program. This exam is designed to carefully assess a student's overall learning in the program. Successful completion of the exam allows both student and faculty to measure and acknowledge a successful learning experience for the student.

Quarter Credit Hours: 5 | Prerequisite: Last term

LS605: Organization and Function of State Government

This course will explore the organization of state governments, the function of each primary area, and how they interact. Students will examine functional and dysfunctional government structures and analyze what works and why. In addition, they will examine innovative practices in large bureaucratic structures and best practices and the use of technology tools to improve functioning.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS606: Legislative Process

This course examines American legislative institutions at the local, state, and federal levels and the processes that are used to enact new legislation. Legislative bodies pass, on an annual basis, laws that regulate or affect all of our lives. This course will familiarize students with legislative materials. Cases will be used to explore the judicial role in the legislative process.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS607: Gubernatorial and Administrative Process

In this course, students will engage in the hands-on process of conceptualizing and developing a ruling from an administrative agency. The course will begin with an intensive study of the executive branch of government at the state level and the role of administrative agencies. The instructor and students will work together as if both were actually in roles in a state administrative agency. They will develop a policy issue, review it in light of the goals of the governor's agenda, the relationship to the legislature, and the existing state law, and at the end of the course produce an administrative ruling with supporting memoranda.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS620: Health Care Organizations and Finance

The health care industry is one of the nation's fastest-growing and largest industries. Health care executives, managers, and professionals must possess basic financial competence to govern effectively. This course will introduce students to the foundations of financial literacy to enable them to fulfill their roles.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS621: Federalism and the Health Care Delivery System

In this course, students will learn about the role of the federal government and the relationship between the federal and state governments in the delivery of health care services. Students will engage in an intensive study of federal statutes, such as Medicare, Medicaid, Stark, and HIPAA, and through that process will gain an understanding of the shared responsibilities in delivering health care. The instructor and students will select a health delivery issue and work through the legal, political, and health care issues involved in resolving that issue.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS622: Professionals and Health Care Institutions

In this course, students will study the history of the delivery of health care by physicians and health care institutions and the development of licensing and regulation of physicians and other health care professionals and health care facilities and institutions. Students will also study the relationships between physicians and health care facilities and institutions. Finally, students will study peer-review committees and organizations and medical malpractice litigation.

Quarter Credit Hours: 5 | Prerequisite: LS500

LS698: Applied Research

Students experience the art and science of applied research while they develop the tools of reflective inquiry and collaborative practice. Students will engage in analysis of current issues and challenges to explore and practice applied research methods as a logical extension of professional practice. Integral to this process is the examination of both informal and systematic ways to ask and answer questions. Students will design a research plan for their own applied research project.

Quarter Credit Hours: 5 | Prerequisite: LS504

Mathematics (MM)**MM570: Applied Statistics for Psychology**

This course provides students the foundation for understanding and performing statistical analyses of data with applications to psychological research. Topics include distributions, descriptive statistics, correlation, regression, tests of hypotheses, and analysis of variance techniques. Students will perform statistical tests using the Statistical Package for the Social Sciences (SPSS) and interpret those results. SPSS is required for this course.

Quarter Credit Hours: 5 | Prerequisite: None

Nursing (MN)**MN501: Advanced Nursing Roles**

This course explores skills and strategies essential to successful advanced nursing role implementation. Analysis of existing and emerging roles provides a foundation for selection of an individual advanced role specialization and an individual career development plan. Emphasis will be on the articulation of issues specific to the advanced nurse role in practice, administration, education, and informatics.

Quarter Credit Hours: 5 | Prerequisite: None

MN502: Theoretical Foundations of Advanced Practice Nursing

This course explores the evolution of nursing, social science, education, and behavioral science theories and their contribution to the care of individuals, families, and the community. The utility of conceptual models are examined for application to executive, education, and practice leadership.

Quarter Credit Hours: 5 | Prerequisite: None

MN504: Scientific and Analytic Approaches to Advanced Evidence-Based Practice

This course presents an evidence-based approach to promote high-value, safe, and effective health care. The focus is on the assessment of levels of evidence to evaluate emerging health issues, develop competencies in analysis, translate evidence into practice, and explore evidence-based practice innovations. Qualitative and quantitative methods of inquiry and associated statistical analyses are identified. Strategies to create an environment for the integration of evidence-based practice to support executive, education, and practice leadership are identified.

Quarter Credit Hours: 5 | Prerequisite: None

MN505: Epidemiology and Health Promotion

This course incorporates theoretical and empirical concepts related to health beliefs, health promotion, and risk reduction of diverse populations. Principles from the Healthy People initiative, epidemiology, biostatistics, and cultural competence guide comparisons of groups and inference development. Strategies and benefits of health promotion interventions are emphasized.

Quarter Credit Hours: 5 | Prerequisite: None

MN506: Health Policy, Ethical, and Legal Perspectives of the Health Care System

This course provides an opportunity to analyze major ethical theories and those principles underlying direct and indirect care of individuals, families, and communities. Selected concepts, principles, and cases involving legal aspects of care within a framework of critical decision making for advanced nursing roles will be examined. The development and influence of health policy issues on the health care of individuals, families, and populations will be analyzed.

Quarter Credit Hours: 5 | Prerequisite: None

MN507: Promoting Optimal Models and Systems for Health Care Delivery

The course will focus on the dynamic, complex, and integrated health care system and organizational imperatives to deliver high-value, safe and effective health care based on industry standards, key outcome indicators, and cost-quality imperatives. The organization and delivery of health care is explored, including business aspects of health care systems and pertinent financial issues in the relationship between policy and health care system reform. Strategies to develop leadership roles in professional nursing organizations, legislative bodies, and community/consumer organizations will be identified. Various health care delivery systems and reimbursement models will be presented.

Quarter Credit Hours: 5 | Prerequisite: None

MN508: Teaching and Learning Strategies

This course examines theories and teaching/learning strategies relating to the development of effective educational experiences. Factors affecting the learning environment are explored in relation to staff development, patient education, and nursing education. Strategies for developing the educator role are included.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, and MN553; completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN509: Curriculum Design

This course emphasizes the foundations of curriculum design and the application of these foundations to the development of courses, groups of courses, and programs. Integration of nursing philosophy, conceptual framework, objectives for programs, and competencies/standards is also included. This course provides content and learning experiences that enable students to understand all phases of the curriculum development process.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, and MN553; completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN510: Facilitating Nursing Education in a Changing Environment

This course investigates and defines the role of the nurse educator as a leader, mentor, and change agent. The topics examined include professionalism, past and current issues, trends, and the use of technology in clinical and nursing education. You will also explore the role of the nurse educator within diverse communities and institutions.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, and MN553; completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN511: Assessment and Evaluation

This course explores the principles and practices involving evaluation methods integral to nursing education. Concepts related to assessment, measurement, and evaluation in nursing are developed and analyzed. The process of analysis and modification of educational programs is emphasized to promote compliance with relevant standards, criteria for evaluation, and accountability.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, and MN553; completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN512: Leadership, Organizational Theory, and Behavior

This course exposes students to organizational theory and behavior and competencies essential for successful leadership and management roles in a global health care delivery system. There is emphasis on self-analysis and strategies for best practice to effectively implement key leadership and management concepts in dynamic health care environments.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN513: Health Care Finance, Strategic Planning, and Budgeting

This course examines macro- and microeconomics in profit and nonprofit health care organizations for nonfinancial managers. An analysis of decision making and strategic planning focuses the nursing leader toward plans that effectively promote success in dynamic health care environments. Conceptual and descriptive approaches are utilized to provide an overview of current practices and notable advances in strategic management. A budget is created within a case study model, allowing analysis of potential and actual budget variations.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN514: Human Resources Management

This course presents a managerial overview of various aspects of personnel management in a fiscally responsible environment. Activities are designed to familiarize students with recruiting, training, and retaining the best employees; ensuring high performance; and conforming practices to various regulations. Exercises designed to develop ability in personnel policy development and implementation are offered.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN515: Innovation in Health Care Information Technology - Administrative and Advanced Practice Priorities

This course focuses on the strategic application of information technology in health care organizations by administrative and advanced practice nursing leaders. Students will explain the role of executive-level practitioner management in planning and operationalizing technologies to enhance health care technology data efficiency; evaluate the challenges of virtualization management models and the requirements for innovative and effective alternatives in health care reform; and critique the legal and ethical oversight responsibilities of the executive nurse when engaging and managing a comprehensive, systematic electronic medical record project.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN519: Nurse Educator Practicum

This practicum (90 hours) provides you with a mentored learning experience in the content area and site selected by you and approved by the Practicum Coordinator.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing, and completion of all specialization courses

MN520: Executive Leader Practicum

This practicum (90 hours) provides you with a mentored learning experience in the content area and site selected by you and approved by the Practicum Coordinator.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing, and completion of all specialization courses

MN523: Teaching and Learning Theories and Strategies

This course explores the advanced nursing practice teaching roles of educating patients and families, health care professionals, and nursing students. Teaching and learning theories are examined as well as teaching strategies and factors that impact learners.

Quarter Credit Hours: 5 | Prerequisite: None

MN524: Curriculum Design, Assessment, and Evaluation

This course provides content and learning experiences that enable you to comprehend and apply the curriculum development process and assessment and evaluation strategies. You will design, deliver, and evaluate an education program for an audience (patients, staff, or nursing students) and specialty topic of your choice.

Quarter Credit Hours: 5 | Prerequisite: MN523

MN530: Critical Concepts and Competencies for the Informatics Nurse Specialist

This course introduces students to the field of health care informatics and information and communication technology. The theories, models, frameworks, and competencies that shape informatics are explored. The course provides content on informatics terminology and the system life cycle. Specific focus is placed on Internet technologies, hardware and software applications, and networked environments.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN531: Innovations in Educational and Research Technologies

This course will explore the technology that prepares the nurse informatics specialist to develop innovative teaching strategies based on sound pedagogical principles. You are introduced to conferencing tools, mind mapping, virtual worlds, interactive games, and simulations. The use of voice, videos, animation, and graphics are covered. You will explore databases and guidelines used to support evidence-based research and other research tools.

Quarter Credit Hours: 5 | Prerequisite: MN530 and completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN532: Integration of Informatics Into the Health Care Environment

This course further develops the nurse informatics specialist's knowledge and skills necessary to integrate technology, communication devices, and information systems into the health care setting. The student will explore the nurse's role related to the application of information system solutions.

Quarter Credit Hours: 5 | Prerequisite: MN530, MN531, and completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN533: Health Systems Project Management

This course explores the role of a nurse leader in strategic information technology system planning and administration with an analysis of the role of project management. Legal and ethical policies and procedures that ensure privacy and confidentiality will be evaluated. Regulatory and accreditation issues will be analyzed. The course will prepare the student to be a leader in planning, implementation, and evaluation of information systems in health care. The emphasis will be on analysis of project management.

Quarter Credit Hours: 5 | Prerequisite: MN530, MN531, MN532, and completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN534: Nurse Informatics Specialist Practicum

This practicum (200 hours) allows you the opportunity to apply concepts of nursing informatics in a health care setting selected by you and approved by course faculty. You will work closely with a mentor and contract to work on agency-designated projects.

Quarter Credit Hours: 5 | Prerequisite: MN530, MN531, MN532, MN533, and completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree with an upper-level major in nursing

MN550: Role of the Nurse Practitioner in Primary Care

This course prepares the registered nurse to transition into advanced nursing practice by examining the role of the advanced practice nurse within the context of the United States health care delivery system. Students will discuss the scope and standard of practice for advanced practice nurses. Students will investigate the regulatory, legal, and legislative issues affecting the advanced practice nurse role.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses

MN551: Advanced Physiology and Pathophysiology Across the Life Span

This course integrates knowledge of advanced physiology and pathophysiology across the life span and the clinical implications for the advanced practice nurse. Function and dysfunction of organ systems are analyzed from the cellular level through the integrated organ level. You will examine the pathophysiological factors that influence the incidence and manifestations of acute, episodic, and chronic diseases in populations across the life span. Disease processes and symptom management approaches are investigated utilizing an evidence-based approach. Influences of gender, genetic, ethnic, cultural, and temporal variables of human disease are analyzed.

Quarter Credit Hours: 5 | Prerequisite: Completion of all MSN core courses

MN552: Advanced Health Assessment and Diagnostic Reasoning

This course addresses the theoretical principles and practical application of advanced physical assessment and history-taking throughout the lifespan. Relationships between assessment findings and underlying physiology and pathophysiology to the healthy and unhealthy client are investigated. Emphasis is on developing critical diagnostic thinking through interpretation of subjective and objective data, identification of normal and abnormal conditions, and the systematic reporting of summative findings. Clinical judgment and clinical reasoning skills are used in establishing differential diagnoses. Students will learn to address variables such as age, culture, ethnicity, and developmental stages into their differential diagnosis and evaluation and management plans.

Quarter Credit Hours: 5 | Prerequisite: MN551 and MN553

MN553: Advanced Pharmacology and Pharmacotherapeutics

This course integrates advanced knowledge of pharmacology, pharmacokinetics, pharmacodynamics, and genomics across the lifespan and prepares the advanced practice nurse to prescribe pharmacotherapeutics safely and effectively. You will examine ethical, legal, regulatory, and cost-effective prescribing practices of the advanced practice nurse. Communication plans for the interdisciplinary team, clients, and/or families for both prescriptive and nonprescriptive drug therapies will be explored.

Quarter Credit Hours: 5 | Prerequisite: MN551; course may also be taken as a corequisite

MN554: Primary Care Across the Adult Age Continuum I

This first course in a series of three examines the range of illnesses and conditions experienced by clients and presented to the advanced practice nurse in primary care settings. Students will develop a consistent approach to the evaluation and management of illnesses and conditions frequently encountered. Content builds upon previous diagnostic knowledge and clinical reasoning skills in the development of differential diagnosis and appropriate diagnostic workups. Age-appropriate, culturally sensitive, and evidence-based plans of care are created. The course explores health promotion and health maintenance approaches and strategies that incorporate individual health beliefs and practices intended to encourage the client's participation and adherence.

Quarter Credit Hours: 5 | Prerequisite: MN552 and MN553

MN555: Primary Care Across the Adult Age Continuum II

This second course in a series of three examines the range of illnesses and conditions experienced by clients and presented to the advanced practice nurse in primary care settings. Illustration of a consistent approach to the evaluation and management of these illnesses and conditions are emphasized. Students expand their diagnostic and clinical reasoning and differential diagnoses abilities through continued application of new and previously acquired knowledge and skills in caring for clients who present acute, episodic, and chronic illness and conditions. Students can determine the diagnostic workup with greater ease based on the differential diagnoses formulated. Students formulate evidence-based management plans that address clients' health beliefs, developmental and family life cycle stages, health promotion, and health maintenance behaviors.

Quarter Credit Hours: 5 | Prerequisite: MN552 and MN553

MN556: Primary Care Across the Adult Age Continuum III

This final course in a series of three integrates the evaluation and management plans of clients who present an acute, episodic, or chronic state of illness to the advanced practice nurse. Generating an inclusive differential diagnosis reflecting clinical reasoning from a cost-effective diagnostic workup is highlighted. Designing age-appropriate, culturally sensitive, and evidence-based plans of care based on sound diagnostic reasoning and clinical judgment is emphasized. Conditions considered to be office emergencies and the evaluation and management strategies specifically designed to treat or stabilize them are evaluated. Strategies used to support and promote individual, family, and community health promotion and health maintenance activities are explored.

Quarter Credit Hours: 5 | Prerequisite: MN554 and MN555

MN557: Primary Care of the Pediatric Client

This course uses a developmental framework to explore the evaluation and management of the most common health problems encountered by children from birth through early adolescence. Building on previously obtained knowledge and skills, the student develops new knowledge and applies concepts to assist children and families in managing acute episodic illness as well as stable chronic disease. Concepts of health promotion and health maintenance are integrated throughout the course.

Quarter Credit Hours: 5 | Prerequisite: MN556

MN559: Essentials of Advanced Pathophysiology and Pharmacology

This course integrates essential knowledge for advanced nursing practice of physiology and pathophysiology, pharmacology, pharmacokinetics, pharmacodynamics, and genomics across the lifespan. Function and dysfunction of organ systems are analyzed from the cellular level through the integrated organ level. You will examine the pathophysiological factors that influence the incidence and manifestations of acute, episodic, and chronic diseases in populations across the lifespan. Disease processes and symptom management approaches are investigated utilizing an evidence-based approach. Influences of gender, genetic, ethnic, cultural, and temporal variables of human disease are analyzed. Communication and teaching plans for patients and/or families will be explored for pathological states and both prescriptive and nonprescriptive drug therapies.

Quarter Credit Hours: 5 | Prerequisite: None

MN560: Advanced Practice Nurse Clinical I

This clinical (185 hours) course focuses on the student applying interviewing and physical examination techniques to obtain accurate historical and physical data. Students apply clinical reasoning to the formulation of differential diagnoses and evaluation and management of acute episodic and chronic diseases across the adult age continuum. Students will have the opportunity to implement the role of the nurse practitioner with adults in a family and community context. Students are expected to assess and manage common acute episodic and chronic health illnesses and conditions in consultation with their clinical preceptor. Initiation of health promotion and health maintenance activities with individuals and groups is stressed.

Quarter Credit Hours: 5 | Prerequisite: MN554 and MN555 | Corequisite: MN556

MN561: Advanced Practice Nurse Clinical II

This clinical (185 hours) course provides the student with opportunities to refine interview and physical examination techniques. Students will develop a comprehensive list of differential diagnoses and order cost-effective diagnostic and laboratory tests for the client's symptoms and diseases. Applying diagnostic reasoning and clinical judgment, students will develop and evaluate individualized management plans that consider the numerous factors affecting client adherence to prescribed treatment plans such as health beliefs and cultural practices.

Quarter Credit Hours: 5 | Prerequisite: MN560

MN562: Advanced Practice Nurse Clinical - Pediatrics

This clinical (120 hours) course provides the student with opportunities to apply advanced interviewing and examination techniques and utilize clinical judgment and diagnostic reasoning when evaluating and managing primary care health issues for children (0 to 12 years of age). Implementation of the role of the nurse practitioner with children and their families in the community occurs under the guidance of an experienced preceptor. The student initiates health promotion and health maintenance activities with pediatric clients and their families and/or caregivers. Collaborative, interdisciplinary practice is emphasized as students evaluate and manage the range of common illnesses and conditions in pediatric patients.

Quarter Credit Hours: 5 | Prerequisite: MN557

MN566: NP I - Introduction to Primary Care for the Nurse Practitioner

This course examines the range of acute and chronic conditions experienced by clients in the primary care setting which are within the scope of practice of the primary care nurse practitioner. You will develop a consistent approach to screening, assessment, utilization of diagnostic procedures, diagnosis, symptom management, disease treatment, and health promotion activities. Content builds upon previous diagnostic knowledge and clinical reasoning skills in the development of differential diagnosis and appropriate diagnostic workups. Age-appropriate, culturally sensitive, evidence-based plans of care are created. Communication skills and cooperative relationships with patients, families, and an interdisciplinary health care team approach is emphasized. The course explores health promotion and health maintenance approaches and strategies that incorporate individual health beliefs and practices.

Quarter Credit Hours: 5 | Prerequisite: Prerequisites/Corequisites: MN505 and MN552

MN568: FNP I - Primary Care Across the Life Span

This course examines the range of illnesses and conditions experienced by clients across the life span and gender in primary care settings. Illustration of a consistent approach to the evaluation and management of these illnesses and conditions are emphasized. You will expand your diagnostic and clinical reasoning and differential diagnoses abilities through continued application of new and previously acquired knowledge and skills in caring for clients who present acute, episodic, and chronic illness and conditions. You will formulate evidence-based management plans that address client health beliefs, developmental and family lifecycle stages, health promotion, screening, and health maintenance behaviors. Collaborative relationships with the client, family, and intradisciplinary health care team are emphasized. Oral and written skills using advanced technology are emphasized.

Quarter Credit Hours: 5 | Prerequisite: MN566

MN569: FNP I Clinical - Life Span Health Focus

This introductory course will provide students with the foundation of critical thought process in differential diagnosis. Common acute and chronic illness across the lifespan will be discussed. Common risk assessment, screening, and lifestyle modification will be presented. Introduction to paper and computerized documentation in the primary care setting will begin. Students will begin to develop collaborative skills involving the client, family, and the intradisciplinary health care team. Quarter Credit Hours: 5 | Prerequisite: MN568; course may also be taken as a corequisite

MN572: AGNP I - Primary Care of the Adolescent and Adult

This course will focus on the primary care of clients from age 12 to late adulthood. The focus will be on gaining competence in understanding acute and chronic illnesses and their management. Health promotion, screening, and risk management is presented as integral to the primary care focus. Interdisciplinary team building for the care of the client is introduced.

Quarter Credit Hours: 5 | Prerequisite: MN566

MN573: AGNP I Clinical - Adolescent and Adult Focus

This clinical course introduces beginning skills in assessing, diagnosing, and treating common acute and chronic health conditions in the client aged 12 years through adulthood. The focus will be on pharmacologic and nonpharmacologic interventions as well as health promotion, screening, and lifestyle modification techniques.

Quarter Credit Hours: 5 | Prerequisite: MN572; course may also be taken as a corequisite

MN576: NP I - Primary Care of Women's Health

This course will focus on primary health care specific to female clients. Focus will be on reproductive health maintenance, pregnancy prevention and management, care of the menopausal woman, and the assessment, diagnosis, and management of conditions specific to the female. Contemporary trends and issues that impact women's health status will be discussed.

Quarter Credit Hours: 5 | Prerequisite: MN566; course may also be taken as a corequisite

MN577: NP II Clinical - Women's Health Focus

This clinical course will focus on the unique needs of women across the lifespan. The unique care of women will be approached with attention to the psychosocial, ethnic, and cultural influences that affect physical and mental health. A collaborative approach to care will be employed.

Quarter Credit Hours: 5 | Prerequisite: MN576

MN580: FNP II - Primary Care of Children and Adolescents Health

The course will focus on the primary health care of individuals from birth to age 21 years. Assessment, diagnosis, and management of common acute and chronic health care issues will be explored. Health maintenance, screening, and anticipatory guidance with a focus on involving and educating parents, as appropriate, will be included. Assessment skills learning will include physical, psychosocial, mental health, and genetic/familial issues.

Quarter Credit Hours: 5 | Prerequisite: MN577; can be taken as corequisite

MN581: FNP II Clinical - Children and Adolescent Health Focus

This clinical course will allow the student nurse practitioner opportunity to assess, diagnose, and manage acute and chronic health care issues in the pediatric and adolescent population in a primary care setting. Health maintenance, screening, and anticipatory guidance activities will take place in collaboration with the preceptor. Collaboration, communication, and referral with other health care and social service organizations will be conducted as part of a team approach to management.

Quarter Credit Hours: 5 | Prerequisite: MN580

MN584: AGNP II - Primary Care of the Frail Elderly

This course addresses the physical and psychosocial health and function of the frail elderly adult. Biologic, psychosocial, and social theories of aging will be explored. Strategies to promote health, minimize disability, and maximize quality of life within the context of independent living, assisted living environments, and skilled care facilities will be introduced. Alternatives to institutionalized care will be explored. Assessment and management of acute and chronic health conditions specific to the frail elderly will be discussed. Palliative care for terminal conditions will be addressed. Financial issues specific to the frail elderly will be analyzed. Quarter Credit Hours: 5 | Prerequisite: MN577; can be taken as corequisite

MN585: AGNP II Clinical - Frail Elderly Focus

This clinical course will provide opportunity for students to assess, diagnose, and manage treatment of acute and chronic disease in the frail elderly. Adaptive interventions to meet the complex needs of the frail elderly arising from normal changes in the developmental stages of aging, multiple system dysfunction, psychosocial, and financial issues will be utilized. Optimizing a collaborative relationship with the client, caregiver, and other members of the health care team will be discussed. Quarter Credit Hours: 5 | Prerequisite: MN584; course may also be taken as a corequisite

MN590: Applying Principles of Advanced Nursing Practice - Clinical

This course explores the advanced nursing practice roles of change agent and leader to influence health care outcomes for individuals, populations, or systems. A synthesis of the MSN and nurse educator program outcomes will be applied to an evidence-based practice project aimed at improving health care outcomes. All projects include a teaching component for patients and/or their families or other health care professionals. Students complete 100 clinical hours for this course.

Quarter Credit Hours: 5 | Prerequisite: MN523 and MN524

MN599: Advanced Practice Nurse Clinical III

This final clinical course requires 185 hours to be completed during the 10 weeks. This course provides you the opportunity to immerse yourself in the role of the primary care nurse practitioner. A primary care preceptor and site are required for this course. You will be required to apply the principles of clinical judgment, assessment, and diagnostic reasoning to the evaluation and management of clients with acute and chronic illnesses. During this course you will practice more independent decision-making skills while using the preceptor as a clinical resource and mentor. You are expected to develop a stronger identity as an advanced practice nurse as you implement all aspects of the role, including provider and educator, as well as demonstrate a commitment to ensuring quality care through consultation, collaboration, documentation, continuing education, certification, and self-reflection.

Quarter Credit Hours: 5 | Prerequisite: MN561

MN600: Evidence-Based Practice Project

As a culmination of the theories in nursing, evidence-based decision making, health policy, finance, health care delivery systems, practice issues, ethics, health promotion, disease prevention, and biostatistics, you will develop a manuscript eligible for publication in a professional nursing journal. The content of this manuscript will reflect your clinical project paper and its outcomes from your prior nursing courses.

Quarter Credit Hours: 5 | Prerequisite: Completion of all core courses in the Master of Science in Nursing or prior completion of a master's degree in nursing and all concentration courses; may not concurrently register for MN519, MN520, or MN534

MN603: Evaluating and Disseminating Principles of Advanced Nursing Practice - Clinical

In this course, students continue to explore the advanced nursing practice roles of change agent and leader through completion, evaluation, and dissemination of their evidenced-based practice project to influence health care outcomes for individuals, populations, or systems. Students complete 100 clinical practicum hours for this course.

Quarter Credit Hours: 5 | Prerequisite: MN590

MN605: Transition to Practice

This course completes the summative process for students to design and develop their individual role as an advanced practice nurse in primary care. Various careers available to the advanced practice registered nurse will be explored. Professional advocacy activities will be demonstrated. The student will differentiate between supervised, collaborative, and independent practice models. Malpractice and scope of practice issues specific to the primary care nurse practitioner role will be analyzed. Entrepreneurial opportunities for primary care nurse practitioners will be explored.

Quarter Credit Hours: 5 | Prerequisite: MN577; MN581 or MN585; and MN610 (may be taken as a corequisite)

MN610: NP III Clinical - Primary Care Focus

This clinical course focuses on the clinical application of assessment, differential diagnosis, symptom management, and disease treatment in the primary care setting. You are expected to assess and manage common acute episodic and chronic health illnesses across gender and age span in consultation with your clinical preceptor. Initiation of health promotion and health maintenance activities with individuals and groups is stressed. This final clinical experience enables you to synthesize skills and knowledge gained across the curriculum.

Quarter Credit Hours: 5 | Prerequisite: MN577; MN581 or MN585

MN650: Specialized Pharmacology for the AGACNP Acute Care NP

This course builds upon knowledge attained in the advanced pharmacology course with special attention to the needs of the adult and geriatric population in an acute care setting. This course focuses on safe and effective prescribing of cost-effective pharmacotherapeutics in the acute care environment. You will examine ethical, legal, and regulatory prescribing practices of the advanced practice nurse. Communication plans for the interdisciplinary team, clients, and/or families for both prescriptive and nonprescriptive drug therapies will be explored.

Quarter Credit Hours: 2 | Prerequisite: MN551, MN552, MN553, and completion of all core courses in the Master of Science in Nursing

MN651: AGACNP Introduction to Acute Care Management

This course is an introduction to the role and responsibilities of the adult-gerontology acute care nurse practitioner (AGACNP). The course introduces the range of acute and chronic conditions experienced by patients in the acute care setting, which are within the scope of practice of the acute care nurse practitioner. Age-appropriate, culturally sensitive, evidence-based plans of care are created. Cooperative relationships with patients, families, and the interdisciplinary health care team are emphasized. You will explore common primary and acute care health conditions and health promotion/maintenance strategies that incorporate individual cultural and health beliefs and practices. An onsite acute care skills lab is required.

Quarter Credit Hours: 4 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, and MN650 (course may also be taken as a corequisite)

MN652: AGACNP Acute Care Diagnosis and Management I

This course introduces the theoretical foundation of assessment, diagnosis, and treatment of adult and geriatric acute episodic and unstable chronic health conditions in the acute care environment. Clinical practice guidelines will be explored. You will further develop conceptual knowledge of assessment and management of health, illness, and disease prevention. Interdisciplinary collaboration for the care of the client is introduced.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, MN650, and MN651

MN653: AGACNP Acute Care Diagnosis and Management Clinical I

This clinical (160 hours) course focuses on interviewing and physical examination techniques to formulate differential diagnoses and management of adult and geriatric acute episodic and unstable chronic health conditions in the acute care environment. You will have the opportunity to implement the role of the nurse practitioner with adults in an acute care setting. You are expected to assess and manage common acute episodic and chronic unstable illnesses and conditions in consultation with your clinical preceptor. Initiation of health promotion and health maintenance activities with individuals and groups is stressed.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, MN650, MN651, and MN652 (course may also be taken as a corequisite)

MN654: AGACNP Acute Care Diagnosis and Management II

This course builds on AGACNP Acute Care Diagnosis and Management I. The focus will be on the further development of knowledge related to the diagnosis, treatment, and evaluation of adult and geriatric patients with acute episodic and chronic health conditions in the acute care environment. Emphasis is placed on the formation and evaluation of evidence-based plans of care for acute episodic and chronic, unstable, multisystem disorders in adult and geriatric patients.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, MN650, MN651, MN652, and MN653

MN655: AGACNP Acute Care Diagnosis and Management Clinical II

This clinical (160 hours) course provides you with continued opportunity to further refine the management of medically or surgically complex patients in the acute care setting under the supervision of a preceptor. You will develop a comprehensive list of differential diagnoses and order cost-effective diagnostic and laboratory tests for the patient's symptoms and diseases. Applying diagnostic reasoning and clinical judgment, you will develop and evaluate individualized management plans that consider the numerous factors affecting client adherence to prescribed treatment plans such as health beliefs and cultural practices.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, MN650, MN651, MN652, MN653, and MN654 (course may also be taken as a corequisite)

MN656: AGACNP Critical Care Management

This course focuses on the advanced synthesis and management of critical care acute episodic and chronic health conditions for adult and geriatric patients in the acute care environment. Emphasis is placed on advanced proficiency in the formation and evaluation of evidence-based plans of care for acute episodic and chronic multisystem disorders in adult and geriatric patients. This course provides a comprehensive review of the acute care curriculum.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, MN650, MN651, MN652, MN653, MN654, and MN655

MN657: AGACNP Critical Care Management Clinical

This final clinical course requires 200 hours to be completed during the 10 weeks; 100 of those hours must be in an approved critical care setting, emergency department excluded. This course provides you the opportunity to immerse yourself in the role of the acute care nurse practitioner. An acute care preceptor and site are required for this course. You will be required to apply the principles of clinical judgment, assessment, and diagnostic reasoning to the evaluation and management of adult and geriatric acute episodic and chronic health conditions in the acute care environment. During this course, you will practice more independent decision-making skills while using the preceptor as a clinical resource and mentor. You are expected to develop a stronger identity as an advanced practice nurse as you implement all aspects of the role, including provider and educator, as well as demonstrate a commitment to ensuring quality care through consultation, collaboration, documentation, continuing education, certification, and self-reflection. This course includes a diagnostic readiness test for national certification.

Quarter Credit Hours: 5 | Prerequisite: MN551, MN552, MN553, completion of all core courses in the Master of Science in Nursing, MN650, MN651, MN652, MN653, MN654, MN655, and MN656 (course may also be taken as a corequisite)

Psychology (PS)

PS501: Foundations of Professional Psychology

This course will provide the graduate student with an overview of the skills needed to study about, and work within, the field of psychology. These skills, as they relate to the field of psychology, include academic writing, APA style formatting, critical reading and evaluation of scholarly literature, critical thinking, support and networking through school and professional resources, career exploration, and understanding state and national licensure/credentialing. Students will demonstrate use and application of these skills as they evaluate subfields of psychology and analyze theoretical and conceptual foundations of psychology.

Quarter Credit Hours: 5 | Prerequisite: None

PS502: Ethics and Standards of Professional Psychology

This course explores professional codes of ethics and standards related to research and the practice of psychology. Emphasis will be placed on application of the American Psychological Association Code of Ethics and standards in the field. Students will analyze and evaluate ethical and legal decision-making practices and operations within professional organizations. Cultural and social factors and the implications for scholar-practitioners are also explored.

Quarter Credit Hours: 5 | Prerequisite: None

PS504: Advanced Research Methods

This course provides an in-depth look at the conceptual underpinnings and methodologies of psychological research. Students will explore qualitative and quantitative research methods, learn about data analysis, and apply concepts to design hypothetical research studies. Topics include the Scientific Method, issues in experimental psychology, evaluation of internal and external validity, ethical considerations, and responsibilities in writing and reporting research findings. Students will also learn how to become critical evaluators of research.

Quarter Credit Hours: 5 | Prerequisite: None

PS505: Testing, Measurement, and Assessment

This course examines the theoretical and conceptual framework of psychological testing, measurement, and assessment. Students learn about psychological test construction and psychometrics, and survey specific assessments and tools related to intelligence, education, personality, and clinical situations. Students also explore the uses and limitations of psychological testing and assessment, as well as ethical issues involved in the administration and interpretation of psychological testing and assessment results.

Quarter Credit Hours: 5 | Prerequisite: PS504, or IX540 and enrollment in the Master of Science in Educational Psychology

PS506: Life Span Development

This course examines human development through the life span from birth to adulthood, concluding with issues surrounding death and dying. The student will use case studies to examine biological, social, and cognitive changes at each stage of life and their relevance to clinical, educational, and social problems. Students also evaluate the major psychosocial issues and conflicts that arise, and identify individual and social needs at each stage of development.

Quarter Credit Hours: 5 | Prerequisite: None

PS507: Ethics for Behavior Analysts

This course explores professional issues and ethics in the field of applied behavior analysis. Emphasis will be placed on ethical codes specific to the science and practice of behavior analysis. You will also analyze personal biases that may impact on the ethical decision-making process.

Quarter Credit Hours: 5 | Prerequisite: None

PS508: Ethics for Addictions Professionals

This course provides an in-depth study of the laws, ethics, confidentiality requirements, and protocols that guide clinical addictions work in professional settings. You will study the relevant codes of ethics in the addictions field. The curriculum will provide an in-depth understanding of ethical theory, an understanding of diverse populations, and knowledge of federal/state confidentiality laws. You will analyze and evaluate moral and legal issues, as well as any personal and socio-cultural influences, that may impact the ethical decision-making process. You will develop decision-making skills that will impact your analysis and responses to complex ethical issues.

Quarter Credit Hours: 5 | Prerequisite: None

PS510: Qualitative Analysis

This course provides an overview of some of the major concepts and issues in Qualitative Research as it applies to the field of Psychology. Learners will examine various methodological issues, data collection methods, interpretation and coding strategies, and conceptual and ethical issues involved in Qualitative Research. Learners are assisted in thinking critically about these conceptual issues, as well as the validity and reliability of these research methodologies.

Quarter Credit Hours: 5 | Prerequisite: None

PS511: Chemical and Psychological Dependency Counseling

This course provides an overview of dependency counseling strategies using a biopsychological approach to help identify, change, and maintain dependency-free behaviors. You will use your understanding of the biopsychological model in order to explore how addiction begins and intensifies as a complicated interaction between chemical and behavioral changes that occur during addiction. You will practice identifying diagnoses using the Diagnostic and Statistical Manual of Mental Disorders (DSM-5) and proposing appropriate interventions through evaluating and writing case studies.

Quarter Credit Hours: 5 | Prerequisite: None

PS512: Research Design in Applied Behavior Analysis

This course will introduce you to single-case research design (SCRD), an applied research approach used in applied behavior analysis (ABA) to evaluate the effectiveness of interventions with individuals. The term single-case research design is also referred to as single-subject research design (SSRD) in the behavioral sciences. The basic premise of this quantitative experimental approach is that research subjects serve as their own control. In this course, you will learn how to select from basic SCRD to determine the effectiveness of an intervention in applied settings (i.e., real-world scenario). You will also be introduced to the legal, ethical, and social validity aspects as they relate to the design and evaluation of an intervention through SCRD.

Quarter Credit Hours: 5 | Prerequisite: None

PS515: Learning and Behavior

This course provides an overview of some of the major concepts and issues in learning theory. Students will examine the scientific study of how learning is acquired, maintained, and adapted. Emphasis is placed on behavioral, social, cognitive, affective, and motivational factors in human learning. Students are assisted in interpreting available empirical research and in thinking critically about the ethical application of that research.

Quarter Credit Hours: 5 | Prerequisite: None

PS516: Psychopharmacology

This course surveys basic psychopharmacological concepts, the effects of various psychotropic drugs on the brain, and the actions of hormones released during addiction episodes. In the first part of the course, students focus on basic principles of psychopharmacology and drug-receptor interactions and dose-response relationships. In the second part of the course, students examine how specific drug families affect different parts of the brain causing interference with normal functioning. Students will use their understanding of basic psychopharmacology to propose appropriate diagnoses and interventions for hypothetical clients, and to evaluate current research studies.

Quarter Credit Hours: 5 | Prerequisite: PS511

PS517: Advanced Principles of Applied Behavior Analysis

This course covers advanced principles, theories, and concepts of Applied Behavior Analysis. The assessment and development of behavioral interventions are covered, along with real-life examples, case studies, and current research in this area of psychology.

Quarter Credit Hours: 5 | Prerequisite: None

PS520: Neuropsychology

This course provides an introduction to major concepts and issues in the field of Neuropsychology, including methodological and research issues. Students will explore the major components of neuroanatomy and the assessment and diagnosis of neuropsychological syndromes. Students will also examine ethical, legal, and forensic issues in the research and application of neuropsychology.

Quarter Credit Hours: 5 | Prerequisite: None

PS521: Group Counseling

This course focuses on the theory and practice of group counseling and its application to the chemical dependency counseling field. Concepts include stages of group development, theories of group counseling, including the interactional group model, strategies for group motivation, and group process. Students will engage in group simulation exercises wherein they will take on roles of different group archetypes in order to evaluate group situational reactions, evaluate current research studies, write a group session plan, and propose strategies for solving common group problems that arise during the course of treatment. The application of group counseling theory and practice to culturally diverse groups is addressed.

Quarter Credit Hours: 5 | Prerequisite: None

PS522: Behavioral Measures and Interpretation of Data

This course will provide you with a foundational knowledge in behavioral assessment used in the field of applied behavior analysis. Specific topics to be discussed include measurement of behavior, functional behavior assessment techniques, and experimental analysis (i.e., functional analysis and structural analysis). You will learn how to analyze and visually display data to communicate the results in a clear, efficient, and parsimonious manner.

Quarter Credit Hours: 5 | Prerequisite: None

PS525: Foundations of Psychopathology

This course explores the major concepts, issues, and the theory of psychopathology as behavior that is considered normal and that is considered pathological is reviewed. Topics include emotional, personality, psychotic, and development disorders; current research methodologies; and ethical/legal issues in clinical practice. You will be introduced to the Diagnostic and Statistical Manual of Mental Disorders (DSM-5) system, which is used as a format for classification of disorders and choice of treatments for both child and adult mental disorders. Assessment strategies and limitations of diagnostic systems will also be examined.

Quarter Credit Hours: 5 | Prerequisite: None

PS526: Advanced Addictions Counseling

This course provides an in-depth examination of dependency and addiction dynamics. Students will use their knowledge of counseling theories common to dependency counseling, such as cognitive behavioral therapy, to evaluate case studies, diagnose dependency, and propose appropriate treatments. Ethical dilemmas that occasionally arise in the counselor/client relationship will be analyzed and discussed. Additionally, students will evaluate case studies that contain ethical, legal, and sociocultural issues using the code of ethics of addiction counseling.

Quarter Credit Hours: 5 | Prerequisite: None

PS527: Implementing Behavioral Change

This course covers the fundamentals of implementing a behavior change program in Applied Behavioral Analysis. Students will gain skill and practice in how to design an effective behavior change program through the use of real-life case study examples. The different factors involved in maintaining and promoting the generalization of behavioral change in real-world settings will be explored.

Quarter Credit Hours: 5 | Prerequisite: None

PS530: Cognitive Psychology

This course surveys the major concepts and issues in Cognitive Psychology. Topics include the scientific study of mind and mental functions including attention, memory, perception, problem solving, language, imagery and categorization, and human consciousness. Students will interpret available empirical research and use critical thinking to apply that research.

Quarter Credit Hours: 5 | Prerequisite: PS520

PS531: Co-Occurring Disorders and Treatments

This course will prepare students to work with clients diagnosed with an addiction and mental health disorder. Students will survey some of the special problems related to having addiction and various types of mental health disorders. Different treatment models will be discussed and students will practice using their knowledge of co-occurring theory to analyze research and case studies.

Quarter Credit Hours: 5 | Prerequisite: None

PS532: Clinical Applications of Applied Behavior Analysis

This course provides an overview of the various clinical methods of behavior change, along with more current research on evidence-based best practices in Applied Behavioral Analysis. Students will consider the practical, ethical, legal, cultural, and social validity needs of a client into an effective behavior change plan.

Quarter Credit Hours: 5 | Prerequisite: None

PS535: Addictions Practicum I

The practicum experience in addictions is designed to prepare graduate student clinicians by extending the program's didactic and classroom-based experiential components to produce an increasingly sophisticated learning experience. The practicum is designed to integrate academic knowledge with practical experience, and prepares the student for future training in professional psychology.

Quarter Credit Hours: 5 | Prerequisite: None

PS536: Addictions Practicum II

Addictions Practicum II is an extension to the Addictions Practicum I experience and is designed to prepare graduate student clinicians by extending the program's didactic and classroom-based experiential components to produce an increasingly sophisticated learning experience. The practicum is designed to integrate academic knowledge with practical experience and prepares the student for future training in professional psychology.

Quarter Credit Hours: 5 | Prerequisite: PS535

PS540: Industrial/Organizational Theory and Development

This course focuses on the structure, function, processes, and other organizational -level constructs that impact the behavior of individuals and groups in organizations. Emphasis is on classical and contemporary theories of organizations, organizational structure, organizational design, technology, and the process of organizational policy formation and implementation. The course explores theory and research into surveying and facilitating change in individuals, groups, and organizations to improve effectiveness, efficiency, satisfaction, work life quality, and retention.

Quarter Credit Hours: 5 | Prerequisite: None

PS541: Organizational Management and Behavior

This course examines the theoretical foundations of organizational management and behavior, and explores how organizations function. Topics include decision making and group processes in organizations; conflict management and resolution; nature and design of effective organizations; power, influence, and internal politics; and program and organizational development and evaluation.

Quarter Credit Hours: 5 | Prerequisite: None

PS542: Workplace Motivation and Attitudes

This course examines the individual/team and the workplace environment, paying particular attention to direction, strength, and persistence of relevant individual/team behavior in organizations when individual/team abilities and organizational constraints are held constant. The course will focus on human motivation and relevant psychological research and theory related to the field of industrial/organizational psychology. Emphasis is placed on determinants, consequences, and measurement of job satisfaction, work life quality, and related constructs such as involvement and commitment.

Quarter Credit Hours: 5 | Prerequisite: None

PS543: Organizational Leadership - Management, Training, and Evaluation

This course focuses on the development of skills for supervising, training, and evaluating employees. The course explores theory and practice in job and task analysis along with performance appraisal including legal aspects, techniques available, current research, cognitive aspects, and reliability and validity issues. Emphasis is on methods of measuring and evaluating individuals as they perform organizational tasks and actions with individuals emerging from such appraisals, including coaching. The knowledge base includes a thorough understanding of rating scale construction and use, as well as understanding of the relative advantages of different rating sources (e.g., supervisory vs. peer).

Quarter Credit Hours: 5 | Prerequisite: None

PS544: Human Resources Management

This course examines psychological principles related to human resources management in both physical and virtual work environments. Topics include aspects of the hiring process, including employee selection and performance appraisal; affirmative action, labor laws, harassment, and equal-opportunity decision making; design and evaluation of training programs; training methods and leadership/management development; the work environment; compensation, benefits, and rate increases; and disciplinary action.

Quarter Credit Hours: 5 | Prerequisite: None

PS545: Industrial/Organizational Field Placement

The field placement experience in industrial/organizational psychology is designed to prepare graduate student clinicians by extending the program's didactic and classroom-based experiential components to produce an increasingly sophisticated learning experience. The field placement is designed to integrate academic knowledge with practical experience, and prepares the student for future training in professional psychology.

Quarter Credit Hours: 5 | Prerequisite: None

PS555: Applied Behavior Analysis Practicum

The practicum experience in applied behavior analysis is designed to provide students an opportunity to acquire new behavior-analytic skills related to the current BACB task list. These activities should be consistent with the dimensions of applied behavior analysis identified in the seminal article "Some Current Dimensions of Applied Behavior Analysis" by Baer, Wolf, and Risely (1968). Students will gain practical experience designing and implementing behavior change programs for clients in various real-world settings. This course is appropriate for students seeking to sit for the BCBA exam under the Supervised Independent Fieldwork Experience Category.

Quarter Credit Hours: 5 | Prerequisite: None

PS559: Practicum Field Placement Extension

This course will continue the mentored learning experience in the specialization area at the site approved by the University. This course may be taken after a psychology practicum or field placement course for the specific purpose of completion of the required hours.
Quarter Credit Hours: 0 | Prerequisite: Permission of Clinical Placement Team

PS600: Comprehensive Exam

This course is required for nonthesis-track students and is comprised of an exam that assesses the student's mastery of the core curriculum courses, specialization courses, and overall competency of program outcomes.
Quarter Credit Hours: 5 | Prerequisite: Successful completion of all comprehensive exam-track courses

PS601: Master's Research and Thesis I

This course provides the student with the tools needed to develop and submit a formal proposal for research relevant to the psychology graduate curriculum and the student's chosen area of study. This course is best suited for students who wish to add to the body of professional knowledge in their chosen field of psychology or who intend to pursue a postgraduate doctoral degree.
Quarter Credit Hours: 5 | Prerequisite: Successful completion of all thesis-track courses except PS602

PS601A: Master's Research and Thesis I

This course provides the student with the tools needed to develop and submit a formal proposal for research relevant to the psychology graduate curriculum and the student's chosen area of study. This course is best suited for students who wish to add to the body of professional knowledge in their chosen field of psychology or who intend to pursue a postgraduate doctoral degree.
Quarter Credit Hours: 0 | Prerequisite: None

PS602: Master's Research and Thesis II

The goal of this course is the completion of the Master of Science in Psychology thesis. You will complete your research, submit the completed thesis to your committee members for review, and orally present your statement of the problem, research design and methods, findings, conclusions, and recommendations during a scheduled thesis defense hearing. The thesis shall be prepared according to APA guidelines and according to University guidelines. The final, approved product shall be submitted to appropriate personnel for binding and acquisition. If appropriate, the thesis must conform to the standards and procedures of the University's Institutional Review Board (IRB). This course is best suited for students who wish to add to the body of professional knowledge in their chosen field of psychology or who intend to pursue a postgraduate doctoral degree.
Quarter Credit Hours: 5 | Prerequisite: PS601

PS602A: Master's Research and Thesis II

The goal of this course is the completion of the Master of Science in Psychology thesis. You will complete your research, submit the completed thesis to your committee members for review, and orally present your statement of the problem, research design and methods, findings, conclusions, and recommendations during a scheduled thesis defense hearing. The thesis shall be prepared according to APA guidelines and according to University guidelines. The final, approved product shall be submitted to appropriate personnel for binding and acquisition. If appropriate, the thesis must conform to the standards and procedures of the University's Institutional Review Board (IRB). This course is best suited for students who wish to add to the body of professional knowledge in their chosen field of psychology or who intend to pursue a postgraduate doctoral degree.
Quarter Credit Hours: 0 | Prerequisite: None

Public Administration and Policy (PP)

PP500: Public Administration and Management

The course explores the theory and development of the field of public administration and the function of management. It will cover a wide range of topics further explored in the Master of Public Administration program. These topics may include federalism and intergovernmental relations, ethics and administrative leadership, and personnel and resource management. Students will study management processes in the context of a political environment and policy implementation.
Quarter Credit Hours: 5 | Prerequisite: None

PP504: Research and Writing in Public Administration

Strong research and writing skills are necessary in the field of public administration. This course is designed to prepare public administration students for the demands of academic and professional writing in their coursework, professional career, and for their final capstone project. Students will be introduced to applied research within the field of public administration; will create a problem definition; compose a background and legislative record; and will create a policy brief for a defined problem related to the field of public administration.
Quarter Credit Hours: 5 | Prerequisite: PP500

PP510: Leadership in the Public Sector

You will study leadership within the public sector and the application of ethical and leadership principles to decision making, actions, and interactions within public administration. Topics covered may include: organizational behavior, interest-based negotiation, leading networks, mediation, and leadership style.
Quarter Credit Hours: 5 | Prerequisite: PP500 or enrollment in the Master of Science in Homeland Security and Emergency Management, Master of Science in Environmental Policy, or Master of Science in Fire and Emergency Services program

PP520: Finance and the Administration of Public Funds

This course examines the methods, processes, and challenges in the administration and budgeting of public funds. Students will examine the budgeting of public revenues, revenue generation, forecasting, cost control, and fiscal management. The importance of managing control issues and transparency will be addressed.
Quarter Credit Hours: 5 | Prerequisite: PP500 or enrollment in the Master of Science in Homeland Security and Emergency Management program

PP525: Public Finance

The ability of public administrators to manage budgets, distribute resources, and predict costs is crucial to the well-being of both public and nonprofit organizations. Students will examine the concepts, terminology, and techniques of public budgeting and financial administration. Students will use real-world examples, in the form of case studies and practical exercises, to analyze and evaluate various approaches to solving and/or determining the causes of public budgeting and financial administration issues.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP530: Human Resource Management in the Public Sector

In this course, students examine theories, processes, and systems related to human resources management in government, nonprofit, and multinational organizations. Topics explored include budget management; employee selection, development, compensation, and retention processes including job analysis and performance management; labor relations including conflict management and disciplinary action, diversity, and unity; legal, ethical, safety, risks, and security considerations in the work environment; and strengths and opportunities in public administration management. Students will apply course principles and concepts to real-world situations encountered in the public sector.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP600: Administrative Law in Public Administration

This course examines the fundamental concepts regarding administrative law in public administration and how public policy is crafted. Students will examine the intergovernmental relations and the political and practical constraints that influence administrative policy.

Quarter Credit Hours: 5 | Prerequisite: PP504

PP602: Comprehensive Exam Capstone

As a final step in the Master of Public Administration, students may choose the nonthesis option and successfully complete a comprehensive exam. This comprehensive exam incorporates the program outcomes of the program. This exam is designed to carefully assess a student's overall learning in the program. Successful completion of the exam allows both student and faculty to measure and acknowledge a successful learning experience for the student.

Quarter Credit Hours: 5 | Prerequisite: Last term

PP610: Balancing the Budget - Budgetary Process

Students will study the fundamental concepts and practices of budgeting and financial management. The budget process and preparation, cost analysis, and budget reform will be covered in detail. Crisis management and balancing the budget are also addressed.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP611: Grant Writing

This course addresses the advanced skills necessary to create grant proposals to public and private funding sources. You will critically examine request for proposal (RFP) criteria, prepare grant budgets, create sustainability plans and project timelines, and incorporate evaluation metrics in your proposals. Content will cover grant research, proposal structure, financial planning, and the basic elements of a full grant proposal.

Quarter Credit Hours: 5 | Prerequisite: PP520, PP525, or approval from the Program Chair

PP612: Program Evaluation

This course explores the development and practice of program evaluation as it applies to the administration of public and nonprofit organizations. Summative and formative evaluation methodologies, logic models, outcome measurement, the development and application of data collection tools, data analysis, and the role of ethics in the process will be investigated. You will construct a complete evaluation plan for an organization and program of your choosing.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP620: Public Policy and Health Administration

This course examines important and current health care policies facing health care administration in the United States. Students will identify the strategic questions facing delivery and financing of health services including policy, funding, management, and delivery.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP630: Public and Private Partnerships

This course examines the relationship of business and government agencies in producing public services. Students will analyze policies and implementation in partnership and privatization models including outsourcing, contracting, and competition. The use of voluntary organizations will also be explored.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP640: Political and Economic Forces

Students will explore the impact and interaction of political and economic forces that affect public administration in domestic and international governmental and nonprofit sectors. Students will use economic reasoning to better explain this interaction between political entities and economic forces including governments' behavioral effects on markets, the role of competition in the provision of public goods, resource allocation, market failure, and government failure.

Quarter Credit Hours: 5 | Prerequisite: PP500

PP650: Public Policy Analysis

The course focuses on the analysis of public policy and approaches to problem solving. Students will study qualitative and quantitative methods of policy analysis that aid public policy and program analysts in informing the decision-making process. Examining policies at scales from local to global will enable students to apply tools and concepts across a wide range of issues.

Quarter Credit Hours: 5 | Prerequisite: PP500 or enrollment in the Master of Science in Fire and Emergency Services

PP693: Public Policy and Administration Internship

This course will provide graduate students in the School of Social and Behavioral Sciences' Master of Public Administration with practical experience in a professional field. During the 10-week term, 150 hours of service are required. This course is an opportunity to combine academic theory with new, career-related experience in legal studies, public administration, environmental policy, or a closely related field. Tasks must be delineated in the Learning Contract, which demonstrates an advanced application of academic theory in the workplace.

Quarter Credit Hours: 5 | Prerequisite: Permission from the Dean, a GPA of 3.75, and completion of at least 25 graduate quarter credit hours

PP698: Master's Capstone in Public Administration

This capstone course is the culminating experience for the Master of Public Administration. This capstone course provides students with the opportunity to engage in research, analysis, and evaluation of current topics and challenges in the field of public administration. Students will integrate and synthesize the knowledge and skills acquired throughout their coursework, conducting their own research related to current topics and challenges in the field of public administration in order to demonstrate their mastery of program outcomes.

Quarter Credit Hours: 5 | Prerequisite: Last term or permission from the Dean

Public Health (PU)

PU500: Foundations in Public Health

This course provides an introduction to the world of public health. You will study the historical contexts of public health, and its underlying philosophy and values. The biological/genetic, behavioral/psychological, and social/cultural factors related to human health will be examined in relation to basic concepts of prevention. You will analyze the techniques of managing and leading the public health enterprise; locally, nationally, and globally. Globalization and the global burden of disease addressed by public health systems will be discussed. This course contains several public health case studies that will expose you to the interdisciplinary skills, knowledge, and critical thinking demanded by today's public health workforce.

Quarter Credit Hours: 4 | Prerequisite: None

PU505: Health Behavior

This course provides a conceptual grounding in theoretical approaches to health behavior, emphasizing the use of psychosocial theories and models of health behavior for effective health education and public health practice and research. You will apply the theories and models of health behavior to real-world scenarios encountered in health education and public health. The course focuses on the various factors that influence health behavior, the impact on health and disease of populations, and the implications for health programming.

Quarter Credit Hours: 4 | Prerequisite: None

PU520: Principles of Epidemiology

This course introduces the epidemiologic methods, concepts, and issues that are critical for the assessment, analysis, and interpretation of health-related data. Students study advanced epidemiologic methods used in surveillance, outbreak investigation, screening, and epidemiologic measures, and apply these methods to relevant public health issues.

Quarter Credit Hours: 4 | Prerequisite: None

PU530: Environmental Health

This course presents an overview of the basic concepts of environmental health. You will explore the relationships between human health and environmental contaminants, including those within a workplace. Major areas of focus include epidemiological studies, risk assessments, and environmental policies. You will explore different interventions to reduce exposure to environmental hazards, including regulation. The roles and responsibilities of local, state, national, and international health organizations are introduced.

Quarter Credit Hours: 4 | Prerequisite: None

PU535: Public Health Biology

The impact of biological processes in disease, as related to the mechanisms of causation, disease transmission, host risk factors, and host vulnerabilities, is presented. The pathophysiologic mechanisms are studied in order to plan control strategies and effective interventions to improve the health of the public.

Quarter Credit Hours: 4 | Prerequisite: None

PU545: Disaster Management for Public Health Professionals

This course examines incident preparedness and response from a variety of public health dimensions including: acute and chronic health care delivery, impact on vulnerable populations, delivery of basic human services, epidemiologic response, and effective collaborations in public health preparedness planning. Students learn how to prepare for and address disruptions of public health systems arising from disasters.

Quarter Credit Hours: 4 | Prerequisite: None

PU550: Public Health Leadership and Administration

Leading a health organization requires a diverse skill set. In this course, students will study the delivery, quality, and costs of health services for individuals, organizations, and populations in a variety of global settings. Students will study the structure, process, and outcomes of health services including the costs, financing, structure, outcomes, and accessibility of care. Students will study way to improve health organizations and make ethical and economic decisions for organizational solvency. Each student will form a personalized leadership development plan for future professional growth.

Quarter Credit Hours: 4 | Prerequisite: Enrollment in the Master of Science in Health Education or Master of Public Health program

PU610: Public Health Program Development

Students are introduced to the principles of program development and evaluation in public health. Topics include methods of design, development, implementation, and evaluation of public health programs to improve individual and community health.

Quarter Credit Hours: 4 | Prerequisite: None

PU615: Grant and Contract Writing

This course provides a general overview of the grant-seeking process. Students study types of projects that generally receive funding, sources that can be used to identify prospective funders, and the essential components of a well-written grant. Students design a grant application using a real-life scenario needs statement, develop a project that will address that need, write clear goals and objectives for that project, develop a budget, and identify an evaluation tool that could be used to measure outcomes for the project. All phases of the contract formulation process are addressed, and students learn how to write a statement of work document for commonly used contracts in public health administration.

Quarter Credit Hours: 4 | Prerequisite: None

PU630: Health Education and Communication

This course focuses on the role of health education and communication in the practice of health education and public health. The coursework will include the principles of successful health education, its basis in health behavioral theories, and methods of health education. The student will design a health education campaign using the modern and traditional methods of communication to deliver culturally appropriate, effective health education of public health importance.

Quarter Credit Hours: 4 | Prerequisite: None

PU650: Infectious Disease Epidemiology

Students are introduced to the scope and practice of infectious disease epidemiology. Topics include historical aspects, definitions and nomenclature, outbreak investigations, disease surveillance, case-control studies, cohort studies, laboratory diagnosis, molecular epidemiology, dynamics of transmission, and assessment of vaccine field effectiveness. Students explore the global aspects of infectious diseases in the modern world.

Quarter Credit Hours: 4 | Prerequisite: None

PU660: International Epidemiology and Global Health

This course introduces students to recent trends in global health and current problems of health from an international perspective, and examines the influence of economic, population, and sociopolitical trends on health and living conditions in different countries. Students apply the basics of descriptive and analytical epidemiology to global health and key health indicators used in international epidemiology, and analyze the main transnational factors that influence the transfer of risks to health across the globe.

Quarter Credit Hours: 4 | Prerequisite: None

PU680: Practical Skills in Public Health I

Students will demonstrate public health knowledge and skills by working within a health organization. Through this onsite learning experience, students will engage with other public health professionals and train for the public health workforce. An onsite preceptor and University faculty member will evaluate student performance.

Quarter Credit Hours: 4 | Prerequisite: PU550 and permission from the Clinical Placement Team

PU690: Practical Skills in Public Health II

In a continuation of Practical Skills in Public Health I, students will further develop practical skills related to working in the public health workforce. Through this onsite learning experience, students will engage with other public health professionals and train for the public health workforce. An onsite preceptor and University faculty member will evaluate student performance. Students will prepare and deliver a professional presentation on their learning experiences within Practical Skills in Public Health I and II.

Quarter Credit Hours: 4 | Prerequisite: PU680 and permission from the Clinical Placement Team

PU699: Master of Public Health Capstone

The Master of Public Health (MPH) Capstone provides a culminating, integrative experience in which you apply public health principles outside of the typical classroom setting. In this course, you will bridge the journey from a graduate student to public health professional through a series of activities, which can be personalized to meet your specific career goals. By successfully completing this course, you will have attained relevant experiences and professional deliverables that highlight your occupational potential in the public health workforce.

Quarter Credit Hours: 4 | Prerequisite: Last term or permission from the Dean

Teaching Literacy (LT)

LT504: Reading Diagnosis and Remediation

This course will focus on the development and use of diagnostic instruments and practices that help teachers discern the nature of individual differences in literacy abilities, especially among readers and writers with special learning challenges. Methods of constructing individualized, corrective treatment plans and procedures for K-12 and adult learners will be discussed.

Quarter Credit Hours: 4 | Prerequisite: None

LT516: Reading and Writing Across the Curriculum

This course covers methods of teaching reading and writing across the K-12 curriculum. The focus is project-based teaching that incorporates strategies for prewriting; developing writing skills; developing writing skills, which include analysis, problem solving, and critical thinking; and integrating technology into instruction. Students will align lessons with National Council of Teachers of English (NCTE) and state standards.

Teachers will learn the process of designing and implementing instruction that develops their students' growth in functional and digital literacy.

Quarter Credit Hours: 4 | Prerequisite: None

LT520: Approaches to Literacy

This course provides an overview of literacy instruction for the English/language arts classroom. The course covers historical trends and theoretical models for literacy instruction; the alignment of instruction with state and national standards and assessment; new digital literacies and the use of technology; and best practices in comprehensive literacy instruction. The course culminates in a comprehensive final research project that investigates an aspect of literacy instruction.

Quarter Credit Hours: 4 | Prerequisite: None

Teaching Special Needs (SN)

SN501: Teaching Exceptional Students in Inclusive Settings

This course explores strategies for meeting the various learning needs of students from diverse backgrounds in an inclusive setting. Best practices are examined including curriculum accommodations and modification in the content areas, instructional approaches, and behavioral supports in the general education classroom setting.

Quarter Credit Hours: 4 | Prerequisite: None

SN502: Teaching Students With Learning Disabilities

This course provides an overview of learning disabilities among K-12 students and discusses theoretical issues and teaching strategies. It focuses on building strategies for effective interventions and transition planning. Additionally, the course explores various procedures for working in a collaborative setting to meet the needs of students with learning disabilities.

Quarter Credit Hours: 4 | Prerequisite: None

SN503: Teaching Students With Behavioral Disorders

This course provides an overview of emotional and behavioral disorders (EBD) that have an impact on academic achievement in educational settings. Students will learn about the types of disorders and how to create an effective and supportive classroom environment. Students will review the federal, state, and local requirements for diagnosis and interventions in public and private educational environments, as well as alternative educational placements. The importance of working as a collaborative team for students with EBD will be emphasized.

Quarter Credit Hours: 4 | Prerequisite: None

OPEN COLLEGE AT PURDUE UNIVERSITY GLOBAL

Mission Statement

Open College at Purdue University Global offers individualized, affordable education that integrates technology and personalized service to help learners meet their career, academic, and personal goals.

General Policies

While enrolled at Open College, you will be held to all of Purdue Global's policies as outlined in this Catalog, unless expressly stated otherwise in this section.

Admissions Requirements

If you have completed prior collegiate-level coursework from an accredited institution, you must submit unofficial transcripts prior to enrollment. Prior to final approval of your Individualized Learning Plan, you must provide the University with an official copy of all unofficial transcripts presented to the University. The transcripts must indicate a cumulative GPA of 2.0 or above from all previous coursework. Refer to the First-Term Responsibilities (p. 20) section for additional information.

Progression Requirements

By the end of your first term of study, you must complete an Individualized Learning Plan (ILP). During the process of creating your ILP, you and your faculty advisor will mutually agree on the pace at which you will complete your degree.

While enrolled in any of the Open College degree or certificate programs, you will be required to complete four professional competency tutorials (PCTs). Each tutorial session lasts two months and is made up of four to six live video conferences with a faculty member and a small group of fellow students. Upon completion of a PCT, the faculty member assesses your mastery of the associated Purdue Global professional competency and assigns a grade of pass or fail. Attendance and participation in these sessions is mandatory. If you miss more than one-third of your tutorial sessions for any given PCT, you must repeat the PCT. You may take more than one PCT at a time with the approval of the Dean or the Dean's designee.

You will complete PR499 Bachelor's Capstone in Professional Studies or PR299 Associate's Capstone in Professional Studies (depending on your program) as the final element of your coursework. This course will last 10 weeks.

While enrolled at the Open College at Purdue University Global, you must earn 10 quarter-hour credits per calendar year through any combination of Purdue Global courses, course assessments, or credits transferred in from an approved provider. You will be academically dismissed should you not meet this requirement. If you are academically dismissed from Open College, you may appeal directly to the Dean for readmission.

Prior Learning Assessment

You may use course assessments to complete any part of your degree with the exception of PR499 Bachelor's Capstone in Professional Studies or PR299 Associate's Capstone in Professional Studies.

General Guidelines

While enrolled in an Open College degree program, you may complete any program requirement, with the exception of PR499 Bachelor's Capstone in Professional Studies or PR299 Associate's Capstone in Professional Studies, with any combination of transfer credits, course assessments, open courses, professional competency tutorials, or courses completed at Purdue Global.

You may take a Purdue Global course assessment at any time during your enrollment. Open College degree students may attempt a course assessment a total of two times. If you are unable to achieve a passing score on the second attempt, you may only receive credit for the course via transfer credit from an accredited institution or by taking the course at Purdue Global. Exceptions to this policy may be made only at the discretion of the Dean of the program.

Attendance

While you are enrolled in Open College, you are exempt from Purdue Global's attendance policy unless enrolled in a for-credit course offered through Purdue Global, PR499 Bachelor's Capstone in Professional Studies, or PR299 Associate's Capstone in Professional Studies.

Academic Grades and Marks

Course assessments are graded on a pass/fail basis and appear as "AC" on your transcript. Transfer credit appears as "TC" on your transcript. Experiential credit appears as "EC" on your transcript. These academic marks do not contribute to a grade point average (GPA). Therefore, as you progress through your academic program, you may not have a GPA. Only courses taught through Purdue Global will appear with letter grades and will contribute toward a GPA.

Leave of Absence

While enrolled at Open College, you will remain an active student so long as you pay the portfolio access fee each month. If you are unable to pay the portfolio access fee for a future month, you must petition for a leave of absence while you are an active student. If your petition is approved, you will be able to return to Open College at any time by paying a portfolio activation fee.

Financial Information

You are not eligible to use federal financial aid to pay for Open College degrees or programs.

Refund Policy

Refer to your Enrollment Agreement for details of the Open College Refund Policy.

Student Information and Services

As a student enrolled at Open College, you have access to the following resources:

- Purdue Global Library
- Career Services
- Purdue Global Academic Support Centers

Programs

Bachelor of Science in Professional Studies

The Bachelor of Science in Professional Studies degree is designed with self-motivated students in mind and offers you the opportunity to create a customized degree plan to meet your own individual professional goals.

[View Program Details \(p. 436\)](#)

Associate of Science in Professional Studies

The Associate of Science in Professional Studies degree is designed with a self-motivated student in mind and offers you the opportunity to create a customized degree plan to meet your own individual professional goals.

[View Program Details \(p. 438\)](#)

Bachelor of Science in Professional Studies

Description and Outcomes

The Bachelor of Science in Professional Studies (BSP) degree is designed with self-motivated students in mind and offers you the opportunity to create a customized degree plan to meet your own individual professional goals. The open degree program provides you with the flexibility of learning through resources that come from within and outside Purdue Global, both prior to and during the course of the degree. You may receive transfer credit from an accredited institution, portfolio credit, open course credit, credit by exam, or credit for military training or other experiential learning. The degree program is focused on professional knowledge and skills, project management, problem solving, and strategic planning and culminates in a capstone class with a portfolio project.

Highlights

- Designed to allow creation of a program that meets professional and personal interests.
- Offers flexibility in choosing elective courses alongside required general education coursework.
- Applies to a wide variety of possible career outcomes based on your interests.
- Offers flexibility through an Individualized Learning Plan (ILP).
- Customized degree plan allows for previously earned credit to be applied in a more flexible fashion.

The Bachelor of Science in Professional Studies is an excellent choice if you are a student with transfer credit, open course credit, or experiential learning credit; or a student who wants to design your own degree program with curriculum from Purdue Global and beyond.

Designing Your Degree

When you matriculate, you will develop an Individualized Learning Plan (ILP) with the guidance of a Faculty Advisor. Together, you will choose up to two focus areas that align with professional and personal goals, as well as a planned course of study. The ILP maps out the coursework to be completed as part of the degree plan, including any previously earned credit and the Purdue Global general education requirements, as well as a program outcome that matches your career goals. Throughout the course of your degree, you will work with the Faculty Advisor to update and make changes to your ILP.

Program Length

The Bachelor of Science in Professional Studies program consists of a minimum of 180 quarter credit hours, including the standard general education requirements. Upon successful completion of the program, you will be awarded a bachelor of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Knowledge and Skills: Demonstrate mastery of fundamental concepts in a professional field of interest.
2. Problem Solving: Evaluate information from multiple sources to provide solutions to problems in diverse professional contexts.
3. Strategic Thinking: Develop long- and short-term plans for success in the workplace.

4. Continuous Improvement: Apply data-driven approaches to making decisions and improving professional practice.
5. Career Outcome: Chosen by faculty and student. Based on student's area of study; student works with Faculty Advisor to create a program-specific outcome matching his/her professional area of interest.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to the school-specific policies (p. 434).

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		
100/200 Level	Communication Course	5
100/200 Level	Mathematics Course	5
200 Level	Arts and Humanities Course	5
200 Level	Communication Course	5

200 Level	Science Course	5
200 Level	Professionalism Course	3
200 Level	Social Science Course	5
Total Core Requirements		33
Major Requirements		
100/200 Level	Communication Courses	10
100/200 Level	Diversity and Culture Course	5
100/200 Level	Ethics Course	5
100/200 Level	Major Elective	5
100/200 Level	Major Requirements	15
300/400 Level	Major Electives	42
PR499	Bachelor's Capstone in Professional Studies	6
Total Major Requirements		88
Open Elective Requirements		
Open Electives		59
Total Open Elective Requirements		59
TOTAL CREDITS		180

Associate of Science in Professional Studies

Description and Outcomes

The Associate of Science in Professional Studies (ASPr) degree is designed to create a foundation for future studies through pursuit of a higher degree. The open degree program provides you with the flexibility of learning through resources that come from within and outside Purdue Global, both prior to and during the course of the degree. You may receive transfer credit from a regionally or nationally accredited institution, portfolio credit, open course credit, credit by exam, military training, or other experiential learning. The degree program is focused on professional knowledge and skills, project management, problem solving, and strategic planning and culminates in a capstone class with a portfolio project.

Highlights

- Designed to allow creation of a program that meets professional and personal interests.
- Offers flexibility in choosing elective courses alongside required general education coursework.
- Provides a foundation for future studies in higher education.
- Applies to a wide variety of possible career outcomes based on your interests.
- Offers flexibility through an Individualized Learning Plan (ILP).
- Customized degree plan allows for previously earned credit to be applied in a more flexible fashion.

The Associate of Science in Professional Studies is an excellent choice if you are a student with transfer credit, open course credit, or experiential learning credit; or a student who wants to design your own degree program with curriculum from Purdue Global and beyond.

Designing Your Degree

When you matriculate, you will develop an Individualized Learning Plan (ILP) with the guidance of a Faculty Advisor. Together, you will choose up to two focus areas that align with professional and personal goals, as well as a planned course of study. The ILP maps out the coursework to be completed as part of the degree plan, including any previously earned credit and the Purdue Global general education requirements, as well as a program outcome that matches your career goals. Throughout the course of your degree, you will work with the Faculty Advisor to update and make changes to your ILP.

Program Length

The Associate of Science in Professional Studies program consists of a minimum of 90 quarter credit hours, including the standard general education requirements. Upon successful completion of the program, you will be awarded an associate of science degree.

Program Outcomes

Discipline-Specific Outcomes

1. Disciplinary Knowledge and Skills: Demonstrate mastery of fundamental concepts in a professional field of interest.
2. Critical Thinking and Problem Solving: Evaluate information from multiple sources to provide solutions to problems in diverse professional contexts.

3. Professionalism and Ethics: Develop long- and short-term plans for success in the workplace.
4. Research and Analysis: Apply data-driven approaches to making decisions and improving professional practice.
5. Disciplinary Knowledge and Skills: Chosen by faculty and student.
*Based on student's area of study; student works with a Faculty Advisor to create a program-specific outcome matching his/her professional area of interest.

General Education Literacies and Professional Competencies

In addition to the discipline-specific outcomes, general education literacies and professional competencies are integrated throughout your academic program. You can review the general education literacies and professional competencies associated with your academic program in the undergraduate School of General Education (p. 53) section of this Catalog.

Program Availability

For program availability, please refer to the U.S. State and Other Approvals (p. 7) section and the Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>).

Policies

Please refer to the school-specific policies (p. 434).

Certification, State Board, and National Board Exams

Certain state certification and licensure boards have specific educational requirements for programs to lead to a license or nongovernmental certification that is a precondition for employment in a recognized occupation.

Unless otherwise specified, Purdue Global's programs are not designed to meet any specific state's licensure or certification requirements. If certain licensed occupations, vocations, or professions are not explicitly listed, Purdue Global has not made a determination with respect to the licensure or certification requirements of those occupations, vocations, or professions. Licensure-track programs may limit enrollment to students in certain states; please see Purdue Global's Program Availability Grid (<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>) to determine enrollment eligibility.

You are responsible for understanding the requirements of optional certification exams. Such requirements may change during the course of your program. You are not automatically certified in any way upon program completion. Although certain programs are designed to prepare you to take various optional certification exams, Purdue Global cannot guarantee you will be eligible to take these exams or become certified. Your eligibility may depend on your work experience, completion of education and/or degree requirements, not having a criminal record, meeting other certification requirements, or the program or the University itself having appropriate accreditation or licensure.

Degree Plan Program Requirements

Code	Title	Credits
Core Requirements		
100/200 Level	Composition Course	5
200 Level	Composition Course	5

100/200 Level	Mathematics Course	5
100/200 Level	Arts and Humanities Course	5
100/200 Level	Science Course	5
100/200 Level	Social Science Course	5
Total Core Requirements		30
Major Requirements		
100/200 Level	Public Speaking Course	5
100/200 Level	General Education Elective	10
100/200 Level	Major Requirements	15
100/200 Level	Major Electives	15
PR299	Associate's Capstone in Professional Studies	5
Total Major Requirements		50
Open Elective Requirements		
Open Electives		10
Total Open Elective Requirements		10
TOTAL CREDITS		90

Course Descriptions

EL206: Academic Prior Learning Portfolio

In this course, you will develop an academic prior learning portfolio that describes, organizes, and categorizes the college-level learning you have acquired through work, volunteer activities, and life experiences. You will explore what you already know, what you already have college credit for, your personal and professional goals, and how all of these pieces fit together into an academic prior learning portfolio. With the assistance of your instructor and your peers, you will create a portfolio that collects previously credited learning (college transcripts, standardized exams, pre-evaluated learning, etc.) as well as descriptive information about learning you have acquired outside the classroom. When complete, you may submit your prior learning portfolio for evaluation to determine if you are eligible for college credit for your learning and skills. This course will be graded pass/fail.

Quarter Credit Hours: 6 | Prerequisite: Previous success in one or more college course(s)

PR499: Bachelor's Capstone in Professional Studies

This capstone course is the culminating experience for the Bachelor of Science in Professional Studies. This course builds on the concepts covered within the program of study. The capstone course provides you with the opportunity to integrate and synthesize the knowledge and skills acquired throughout your coursework and to assess your level of mastery of the stated outcomes of your degree program.

Quarter Credit Hours: 6 | Prerequisite: Final term or permission from the Dean

CONCORD LAW SCHOOL AT PURDUE UNIVERSITY GLOBAL

Mission Statement

Concord Law School at Purdue University Global delivers an unrivaled legal education. Our intellectually rigorous programs prepare students to effectively advocate, making a positive impact. Our online curriculum allows students the opportunity to attend law school while staying in their communities and balancing work and family schedules.

Purposes

To accomplish its mission, Concord Law School has established the following purposes:

1. Provide intensive and comprehensive instruction.
2. Assist students in developing professional attitudes, values, and skills expected of a legal professional.
3. Maintain the relevance of its programs to the expectations of legal professionals through regular review and assessment by faculty, staff, and members of the educational, professional, and business communities.
4. Provide a valuable legal education at a reasonable price.
5. Provide a learning platform that is readily accessible, flexible, and easy to navigate.

Programs

Juris Doctor

Students seeking to practice law and develop a wide range of career opportunities should enroll in the Juris Doctor program. The JD program focuses on the knowledge and skills necessary to be a responsible and effective member of the legal profession. Law study and the JD degree have also been widely recognized as providing a foundation for individuals who work in business, government, education, and public interest positions.

[View Program Detail \(p. 460\)](#)

Executive Juris Doctor

The EJD is a program pioneered by Concord to provide a law-based degree for those individuals who do not intend to become practicing attorneys. It is designed for individuals who are seeking an understanding of the U.S. legal system to enhance their current career, to open up employment opportunities, or for their personal growth. In addition to obtaining a thorough legal background, graduates will have sharpened their analytical reasoning and communication skills.

[View Program Detail \(p. 462\)](#)

Overview

At Concord Law School, you may choose a program of study leading to a Juris Doctor (JD) or Executive Juris Doctor (Executive JD/EJD) degree. Employing Internet-adaptive technologies, Concord programs offer excellent course instruction while allowing you the flexibility of choosing when and where you study. Graduates of the JD or EJD programs may register to take courses on an individual basis.

Concord History

Concord Law School was founded in 1998 as the nation's first wholly online law school. Concord was accredited by the Distance Education Accrediting Commission (DEAC, www.deac.org (<http://www.deac.org>)), formerly the Accrediting Commission of the Distance Education and Training Council (DETC), before it formally merged with Kaplan University (which became Purdue University Global in 2018). Concord is an institutional member of the Council for Higher Education Accreditation (CHEA, www.chea.org (<http://www.chea.org>)).

Concord is registered as a distance learning law school with the California Committee of Bar Examiners (www.calbar.ca.gov (<http://www.calbar.ca.gov>)). Concord's Juris Doctor (JD) graduates meet the legal education requirements of the Committee of Bar Examiners, State Bar of California, and if other regulatory requirements are satisfied, may sit for the California Bar Examination.

Concord also awards an Executive Juris Doctor (EJD) degree, a professional law degree that offers individuals interested in an education in law the chance to take courses without becoming a licensed lawyer. The EJD is designed to offer students more flexibility in their studies, as the degree is not aligned with the requirements to sit for the California Bar Exam.

Accreditation

Concord Law School at Purdue University Global is accredited by The Higher Learning Commission (HLC). For more information, visit their website at [hlcommission.org](http://www.hlcommission.org) (<http://www.hlcommission.org>). Use the links under "Contact Us" to reach the Commission.

Concord's degree-granting authority in connection with its students qualifying to take the California Bar Examination and obtaining admission to the practice of law in California (Juris Doctor Program) is based on its registration as an unaccredited law school with the Committee of Bar Examiners.

Concord Law School is authorized to operate as a degree-granting institution in the state of California and is registered as an unaccredited law school in the distance learning category with the California Committee of Bar Examiners:

180 Howard Street
San Francisco, CA 94105
Tel: 415.538.2000
Website: www.calbar.ca.gov (<http://www.calbar.ca.gov>)

Concord's unique method of delivering its program—utilizing the Internet without a fixed classroom facility—places it in the "distance learning" category under California law. The California Committee of Bar Examiners registers distance learning schools, and if study is completed in conformance with Title IV, Division 1 of the Rules of the State Bar of California (Admission Rules) and all other requirements are met,

graduates of the Juris Doctor program are eligible to sit for the California Bar Examination.

For additional state approval information, refer to the Accreditation, Approvals, and Memberships (p. 7) section.

American Bar Association Approval

Concord is not on the list of schools approved by the American Bar Association (ABA). The ABA Standards for the Approval of Law Schools currently do not allow for JD programs that are delivered fully or substantially online. The ABA does not formally approve any program other than the first degree in law (JD).

Curriculum

The Curriculum

Concord Law School provides comprehensive, rigorous, and dynamic instruction leading to the Juris Doctor and Executive Juris Doctor degrees. Unlike most of its fixed-facility counterparts, Concord utilizes technology and the Internet to communicate its instructional material and enhance and streamline the learning process.

Concord's course of study is presented in a variety of formats. The casebooks and other textbooks required in the Concord programs are those regularly used at law schools nationwide. Lectures are presented over the Internet while assignments are researched and prepared using electronic research engines. You may access lectures, curriculum, and the law library virtually 24 hours a day, 7 days a week. In addition, Concord professors conduct classes over the Internet. You are required to complete online course modules that include multiple-choice tests and essays.

Student and Faculty Interaction

At Concord, you interact with faculty and fellow students through online classes, emails, interactive bulletin boards, and telephone calls. The program incorporates synchronous classes convened over the Internet at regularly scheduled times each week. These classes function like classes in a traditional law school setting. You are expected to come to class prepared on the day's assigned reading. The professor engages the class in a discussion of the assigned material, which includes questions that may be directed to the class or to a particular student in the class.

At the time of publication of this Catalog, these classes are generally audio/video streamed from professor to student and text-based responses are sent from student to professor. Professors can also arrange for students to respond by audio/video stream. The classroom is led by the professor, who has the capacity to transmit some or all of the responses that are offered to a particular question by students to the class as a whole. An online student roster provides an additional opportunity to contact fellow classmates. Those who have experienced the Concord classroom as either a student or teacher typically remark on the richness and interactivity of the class sessions.

Statement of Assessment

Exams are administered in a variety of forms, including:

- **Modular quizzes:** Administered asynchronously on the School site.
- **Essay writing assignments:** Administered asynchronously on the School site.

- **Final exams and midterm exams:** Administered at fixed dates and times to be determined by the School administration. Unless otherwise noted in the specific course syllabus, all final exams and midterm exams are taken under timed and closed-book conditions.

Each course may include any or all forms of these assessments. The specific assessments are listed in the grading policy of the individual course. Concord may scale assessment scores, including final exams, in certain courses.

Policy Information

Concord Law School reserves the right to change provisions of this Catalog, with or without notice, subject to accreditation and licensing requirements. Where the Concord policies set forth in this section differ from general Purdue Global policies, the Concord policies apply to students in any of the Concord programs.

Admissions

Admissions Requirements

You must complete Concord's online admissions tests. The Law School Admissions Test (LSAT) is not required; however, if you have taken that test, you may also submit those scores.

If you have earned a bachelor's degree from a regionally accredited institution approved by the State Bar of California, or if you have earned a bachelor's degree from an institution accredited by an accrediting organization recognized by the U.S. Department of Education and have met the prelegal education requirements of the State Bar of California, you may be considered. In addition to Concord's admissions requirements, you must also meet the statutory requirements for prelegal education required by California law and State Bar rules. In general, you must have a 3.0 or better cumulative GPA from your undergraduate work.

You must provide an unofficial copy of your transcript that shows completion of a bachelor's degree from an accredited institution acceptable to the State Bar of California. If you have a non-U.S. bachelor's degree, you must provide a course-by-course evaluation prepared by a credential evaluation service approved by the State Bar of California.

By the 45th day of your first term, you must submit an official transcript showing completion of a bachelor's degree to the Office of the Registrar. Failure to comply with this deadline will result in withdrawal from your program and blocked reentry until an official transcript is provided.

You must complete a telephone interview, which is crucial to determining your motivation, desire to succeed, and suitability for distance learning. Your completed application and admissions file is then reviewed and decided by the School's Admissions Committee, or its designee, who will decide whether to admit you to the program.

If you have completed your undergraduate and/or graduate study outside the United States, you must have your study evaluated by a credential evaluation service approved by the Committee of Bar Examiners and must demonstrate English proficiency. Such proficiency may be demonstrated by having earned a TOEFL score of 550/213/80 or higher or completion of at least 2 years of college-level study within the United States. All courses offered are conducted in English. You must be able to speak, read, and write English fluently. English abilities will be determined through the School's interview and application process.

Concord Admissions Advisors are available to provide additional information on Concord's admission requirements. For more information about the requirements of the State Bar of California, contact it directly at 213.765.1500 or via its website at <http://www.calbar.ca.gov>.

Application for Readmission

If you wish to return to Concord after withdrawing or having been dismissed, contact the Admissions Department for application documents.

A condition of your readmission could include successful completion and approval of a satisfactory academic progress (SAP) appeal (p. 455). The written appeal must address extenuating circumstances that caused your inability to meet the satisfactory academic progress standards, and the corrective actions you have taken to ensure academic success if the appeal is granted. Provide supporting documentation, if necessary.

EJD Program

If you withdrew or were dismissed from your program, you may apply for readmission and, if admitted, enroll in the next available EJD term.

JD Program

If you withdrew or were withdrawn for nonattendance, financial, or other nonacademic reasons, you may apply for readmission and, if admitted, enroll in the next available JD term.

If you were dismissed for academic or disciplinary reasons, per State Bar of California Guideline 5.34 of the Guidelines for Unaccredited Law School Rules, you may apply for readmission and enroll in a JD term that begins a minimum of 24 months from the date of dismissal.

If you feel you can present credible evidence that the prior academic dismissal was caused by extenuating circumstances (a traumatic event or serious hardship) that prohibited you from performing at your normal level, you may petition to apply for readmission after a minimum of 12 months from the date of dismissal as part of your SAP appeal.

Technology Requirements

As part of the admission process to Concord Law School, you are required to attest to certain competencies in the use of technology, have access to a computer, and meet the hardware and software requirements. Refer to the Concord Technical Requirements (<https://www.concordlawschool.edu/admissions/technical-requirements>) page for details.

Some courses may have additional software and hardware requirements, which are outlined in the course materials.

Admitted Students

Fundamentals Program

The Concord experience begins with a thorough orientation to the study of law and the online learning environment. Orientation is a nonmandatory, three-module course in which you will learn how to navigate the online platform, how to access resources available at Concord, and basic legal terminology to help you build a good foundation as you set out on your law school journey.

Many law students start their law school career with little knowledge of the legal system, what is expected of them, or how to get the most from their studies. The course provides an introduction to the skills necessary for a successful start and the background and context that are important for first-year studies at Concord.

As a first-term student admitted to the JD or EJD program, you will be enrolled into a specific Fundamentals course depending on your requested term's start date. Once enrolled, you will receive a robust

orientation to Concord and the study of law within a cohort-based online program. The course modules and assignments mirror what you will experience in your first-term courses. You are expected to complete this program prior to the start of your first term. The Fundamentals Program is not available if you are accepting advanced standing admission to Concord.

Deferment of Start Date

You are accepted for a specific term, for example, January or June. After acceptance, but before you complete the orientation, you may request to defer your start date to the next available term.

A deferral may be approved prior to the end of the first week of the term. After the first week of the term, you are subject to the Withdrawal Policy (p. 452).

Deferrals are granted with the understanding that you must begin your studies the next available term.

- **Example 1.** If you are a first-year student accepted for the September term, a deferral may be requested to start the following January, which is the start of the next available term.
- **Example 2.** If you are an upper-division student starting in January, a deferral may be requested to start in July, which is the start of the next available term.

Student Information and Services

In this section, you will find the Student Bill of Rights and policies governing student conduct, disciplinary actions, and appeals. This section also covers the Family Educational Rights and Privacy Act, directory information, the University's nondiscrimination policy, and university services. For information about the Sexual Misconduct Policy, please refer to the Additional References (p. 520) section of the Catalog.

Student Bill of Rights

The responsibility to respect and protect the learning environment at the University is shared by all members of the academic community and administration. The freedom and effectiveness of the educational process at the University depends on maintaining an environment that is supportive of diversity and the uniqueness of ideas, cultures, and student characteristics. This diversity and uniqueness is the essence of academic freedom.

1. You have the right to clarity of information. This includes clarity about:
 - a. The impartial, objective evaluation of your academic performance
 - b. The method of evaluating progress toward, and achievement of, course goals and objectives, including the method by which the final grade is determined
 - c. The requirements for completing your degree
 - d. Fees and other financial obligations to the University
2. You have the right to freedom from unlawful discrimination on the basis of race, sex, religion, color, age, national origin or ancestry, disability, marital status, parental status, sexual orientation, genetic information, gender identity, gender expression, or status as a military veteran.
3. You have the right to due process. Disciplinary sanctions will not be imposed without proper regard for due process. Formal procedures

have been instituted to ensure adequate notice and response for all students subjected to disciplinary proceedings.

4. You have the right to freedom of inquiry, freedom of thought, and freedom of expression. The University encourages the search for truth and knowledge and does not abridge searchers' rights to reveal their findings, by both spoken and written word, even if in so doing they might find themselves at variance with their peers, as well as the lay community. To dissent or to disagree with generally accepted truth and knowledge is acceptable and, in many ways, is essential to free debate and inquiry. Accordingly, you are responsible for learning the academic content of the course, but are free to discuss and express any view relevant to the subject matter presented by the instructor or other students. However, in exercising this freedom, you may not interfere with the academic process of the class by speaking to or behaving toward others in a manner constituting unwelcome, targeted conduct that is so severe, pervasive, and objectively offensive, and that so undermines and detracts from the educational experience of those to whom the speech or behavior is targeted, that the targeted person is effectively denied equal access to the University's resources and opportunities.
5. You have the right to participate in course and instructor evaluations to give constructive criticism regarding the instruction, learning environment, and curriculum, and regarding the services provided by the University.
6. You have the right to develop personally through opportunities such as formal education, work and volunteer experiences, extracurricular activities, and involvement with others.

Student Conduct

Code of Student Conduct

You are expected and required to abide by the laws of the United States and the rules and regulations of Purdue Global, to conduct your academic and scholarly pursuits with the highest levels of ethical and honest behavior, to conduct yourself in accordance with accepted standards of social behavior, to respect the rights of others, and to refrain from any conduct that tends to obstruct the work of the University or to be injurious to the welfare of the University. By violating these general standards of conduct you may be subject to informal actions. If the violation falls within one of the categories of conduct listed below, you may also be subject to disciplinary sanctions.

The following actions constitute conduct for which you may be subject to informal action or disciplinary sanctions:

1. Dishonesty in connection with any University activity. The expectation to uphold the standards of academic integrity and honesty is a responsibility of every member of the University community. Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty. Accordingly, the following behaviors will be considered violations of these standards and are subject to disciplinary action as set forth in these procedures.
 - a. Cheating: You are expected to adhere to the guidelines provided by instructors for academic work so that you do not gain an unfair advantage. Using or attempting to use unauthorized materials, information, study aids, notes, or any other device in any academic exercise will not be tolerated. Unauthorized materials may include anything that or anyone who gives assistance that has not been approved by the instructor in advance.

- b. Plagiarism:
- i Using another person's words, ideas, results, or images without giving appropriate credit to that person; giving the impression that it is your own work.
 - ii Copying work, written text, or images from another student, the Internet, or any document without giving due credit to the source of the information.
 - iii Purchasing or contracting another person or company to complete coursework, including obtaining a paper from the Internet, from a term paper company, or from another student, and submitting it as your original work.
- c. Fabrication: Intentional and/or unauthorized falsification or invention of any information or citation in any academic exercise. This includes but is not limited to:
- i The changing and/or manipulation of research data, results, processes, or research record
 - ii The omission of results from the research record
 - iii The alteration and resubmission of a graded academic exercise, except as permitted by the Coursework Resubmission Policy (p. 446).
- d. Multiple Submissions: The submission of substantial portions of the same academic work for credit more than once without authorization from the instructor as described in the Coursework Resubmission Policy (p. 446).
- e. Collusion: Intentionally or knowingly helping or attempting to help another to violate any regulation governing the standards of academic integrity described in these regulations. You may only collaborate on academic work within the limits prescribed by the instructor.
2. Theft of, attempted theft of, unauthorized use or possession of, unauthorized exertion of control over, or causing damage to property of any kind belonging to the University, a member of the University community, an onsite visitor, or a person or agency participating in a University activity.
 3. Any conduct that substantially threatens or interferes with the maintenance of appropriate order and discipline in the operation of the University, or any conduct on University property or in connection with a University activity that invades the rights of others. Examples include, but are not limited to:
 - Inappropriate or profane behavior that causes a disruption of teaching, research, administration, disciplinary proceedings, or other Purdue Global activities
 - The use of tobacco/vaping/related products in University buildings, and eating or drinking in the classrooms or any location other than designated areas
 - Bringing animals on to Purdue Global property unless they are assisting the physically impaired or are being used as classroom subjects
 - Bringing children into Purdue Global teaching areas
 - Failure to comply with all emergency evacuation procedures, disregarding safety practices, tampering with fire protection equipment, or violation of any other health and safety rules or regulations
 - Disruptive use of mobile phones or other electronic devices; all personal electronic devices must be in the "off" position while in the classroom
 4. Failure to conduct yourself in a professional manner with University staff and faculty, peers, or clients in an institutional, clinical, externship, or lab setting.
 5. Failure to comply with directions of University officials acting in the performance of their duties including, but not limited to, failing to present identification upon request of a University official acting in the official capacity of his/her position.
 6. Violation of any Purdue Global regulations. This includes, for example, regulations contained in official University publications or announced as administrative policy for a University official or other person authorized by the Chancellor of the University.
 7. Physical abuse of any person or conduct that threatens or endangers the health or safety of any other person, whether or not such conduct occurs on University property. For information about the Sexual Misconduct Policy, please refer to the Additional References (p. 520) section of the Catalog.
 8. Unauthorized entry or access to, or unauthorized use or occupancy of, any University property including, without limitation, lands, buildings, structures, telecommunications, computer or data processing equipment, programs, systems, software, or other facilities or services connected with a University activity. See Responsible Use of University Technology (p. 447) for further details on prohibited activities with respect to University technology.
 9. The use, possession, sale, manufacturing, or distribution of alcohol, illegal drugs, or narcotic or prescription drugs, except as expressly permitted by law. Intentionally or recklessly inhaling or ingesting any substance (e.g., nitrous oxide, glue, paint, etc.) for the purpose or effect of altering your mental state also is prohibited.
 10. The possession, use, or distribution of any explosives, guns, or other deadly or dangerous weapons reasonably calculated to cause bodily injury on University property or in connection with a University activity, unless specifically authorized by the University.

University Violence Prevention

Purdue Global views the health, safety, and security of its students, faculty, staff, campus community, and visitors as its highest priority. To foster an atmosphere that promotes Purdue Global's educational mission, the University is committed to maintaining a safe and healthy environment free of violence and threats of violence on campus, other work sites, and other places where members of the University community are engaged in University-sponsored activities.

Any behavior that is threatening, harassing, intimidating, or in any way dangerous or violent is strictly prohibited, will not be tolerated, and will result in swift remedial action. Any individual who is found to have engaged in such behavior will be subject to discipline, expulsion from Purdue Global, and/or referral to law enforcement authorities.

No individual will be subject to retaliation for making a good-faith report of real or perceived violence or threats of violence. All such behavior must be immediately reported to local law enforcement services and the Office of Student Relations via studentrelations@purdueglobal.edu.

Coursework Resubmission Policy

If you are retaking the same Purdue Global course following an unsuccessful attempt, you may resubmit coursework and papers in their entirety without penalty. You must notify the instructor prior to submission and cite the original date of submission on the work itself.

It is your responsibility to ensure that the previously submitted course materials meet current course requirements.

Citation Example: This assignment was originally submitted on [Give the date] for [Give the course and the instructor].

Resubmission of coursework is only allowed when retaking a Purdue Global course. Repurposing coursework or reusing parts of an assignment or papers for subsequent courses has different requirements. See the Purdue Global Student Coursework Resubmission Policy Resource (<https://kuportal-a.akamaihd.net/ascmedia/wc/resubmissionpolicyresource.pdf>) for additional information.

The Coursework Resubmission Policy is not applicable to Concord Law School students.

Responsible Use of University Technology

Purdue Global values freedom of expression and encourages diverse viewpoints endemic to an academic institution. At the same time, the University expects you to act in a responsible, ethical, and legal manner when using the University's school facilities, equipment, websites, and systems ("Sites"). Sites include, but are not limited to, the online classroom, online seminars, virtual campus, discussion boards, and internal email system.

To facilitate social networking and to establish a sense of community, some Purdue Global Sites allow you to post your own content or communicate with others. When you use any Sites to post or transmit text, video, audio, or other material ("User Content") for social networking purposes, you agree to accept sole responsibility for your User Content.

Purdue Global Sites are intended to be used for business and educational purposes only. You must agree that your User Content, which includes information posted or communicated that is not considered an educational record under the Family Educational Rights and Privacy Act of 1974 (FERPA) (p. 34), may not:

1. Infringe on the intellectual property, trade secret, privacy, or publicity rights of others or contain copyright-protected material without the written permission of the copyright owner
2. Contain any material that conflicts with any article of the Student Bill of Rights (p. 27) and/or Code of Student Conduct (p. 445)
3. Be posted in a false name or the name of another person, or include impersonations of any person, except where such impersonations are obvious and are included exclusively for the purpose of parody
4. Include illegal material or encourage, solicit, or glorify illegal activity
5. Contain false statements or misrepresentations
6. Include commercial advertisements or solicitations, except if the University has specifically authorized their inclusion
7. Include material that is otherwise objectionable to the University

The University does not have control over and cannot censor all User Content students submit to its Sites or prevent students from uploading or adding inappropriate User Content to its Sites. The University does, however, monitor its Sites to the best of its ability to ensure that students do not submit, upload, add, or exchange any inappropriate User Content to or on its Sites.

If you see or hear inappropriate User Content on Purdue Global Sites, you should promptly report it pursuant to the procedures set forth in the Problem Resolution and Grievance Procedures (p. 32) section.

All Purdue Global Sites and computer equipment, email accounts, facsimile equipment, Internet access, instant messaging, voicemail, and supplies, if provided, are done so exclusively to assist you in your educational activities. You should not expect that computer files, email, voicemail, Internet bookmarks, or any of your User Content are confidential or private, and, therefore, should have no expectation of

privacy whatsoever related to your usage of these Sites, to the extent that the information is not considered an educational record under FERPA.

Even when content, such as a message or file, is erased, it may still be possible to recover the message or file. Therefore, the University cannot ensure the privacy of content that is not considered an educational record. Messages sent through the University's email or instant messaging accounts and Purdue Global-owned facsimile equipment, the contents of the hard drives of any computer that is the property of the University, any User Content, and any voicemail messages saved on telephones that are the property of the University may be used in administrative, judicial, or other proceedings such as those resulting from student grievances, even where the information is considered an educational record.

In addition, the University licenses software to support its educational processes. Without express written consent of the University, you are not permitted to copy, remove, alter, or install software on any University equipment. By using the University's computer equipment, software, and communication devices, you knowingly and voluntarily consent to your use of these systems being monitored and acknowledge the University's right to conduct such monitoring.

Violations of the Code of Student Conduct General

You are expected to conduct yourself as a committed member of the Purdue Global academic community, in compliance with both the spirit and letter of the rights and regulations of the institution. When each member of our community adheres to this commitment, the spirit of academic inquiry and discovery is best preserved for each and all.

A violation of the Code of Student Conduct (p. 445) may result in one or more actions including, but not limited to:

- Verbal warning
- Written warning
- Grade reduction
- Suspension
- Dismissal

The University's administration will determine the action(s) to be taken based on the severity of the infraction and your prior disciplinary record.

You may submit a written appeal to the Office of Student Relations within 10 business days of receiving notification of the disciplinary action. All grade-related and plagiarism appeals are to be directed to the Academic Appeals Committee. The appeal must include a General Report/Compliance Form (available from your Student Advisor or a compliance coordinator) and sufficient information to permit fact-finding and investigation.

The Committee will hold a meeting, and you will be notified of the Committee's decision within 5 business days after the meeting.

Dishonesty

Violations involving academic dishonesty may result in the following sanctions, though this order may not be adhered to, depending on the circumstances of the infraction:

- First offense: Failure of the assignment in which the action occurred
- Second offense: Failure of the class in which the action occurred

- Third offense: Suspension or permanent dismissal from the University

All charges are recorded in Purdue Global's database and remain there permanently. All offenses you accumulate while completing a program will be carried over to any subsequent program, if and when you reenroll.

Procedures for processing an allegation of academic dishonesty are as follows:

1. The instructor notifies you of any charge of academic dishonesty brought against you.
2. The charge is submitted in writing by the instructor to the Office of the Chief Academic Officer.
3. The Office of the Chief Academic Officer sends you a copy of the Code of Student Conduct (p. 445) and notification of the charge.
4. The Office of the Chief Academic Officer, after a full review, sends you and the instructor notification of the findings with regard to the subject charge.
5. The Office of the Chief Academic Officer maintains a database of academic dishonesty charges.
6. Please see the University's Academic Appeals Policy (p. 32) for information on how to appeal a charge of academic dishonesty.

Nondiscrimination Policy

It is Purdue Global's policy to maintain an academic environment in which all individuals are treated with respect and dignity. Each individual has the right to strive to reach his or her potential in an atmosphere free from discriminatory practices, including unlawful discrimination and/or harassment based on race, religion, gender, color, sex, age, national origin or ancestry, disability, marital status, parental status, sexual orientation, gender identity and expression, veteran status, genetic information, or any other legally protected status under applicable federal, state, and local law. Sexual harassment is a prohibited aspect of sexual discrimination under this policy.

Applicable Laws and Regulations

The University's policies and practices are in accordance with all applicable laws and regulations including:

- Title VI of the Civil Rights Act of 1964, as amended, and the implementing regulations 34 CFR Parts 100 and 101 (barring discrimination on the basis of race, color, or national origin)
- Title IX of the Education Amendments of 1972 and the implementing regulations 34 CFR Part 105 (barring discrimination on the basis of sex)
- The Family Educational Rights and Privacy Act of 1974 and the implementing regulations 34 CFR Part 99
- Section 504 of the Rehabilitation Act of 1973 and the implementing regulations 34 CFR Part 104 (barring discrimination on the basis of physical handicap)
- The Age Discrimination Act of 1975 and the implementing regulations 45 CFR Part 90
- The Americans With Disabilities Act of 1990 and the implementing regulations in 29 CFR Part 1630 (1992)

The University is committed to full compliance with these laws and has appointed compliance coordinators to assist those who have questions or concerns with respect to the University's compliance with these laws.

The name, address, and telephone number of these staff members are available through the University.

The University has designated the following person as the Manager of Disability Services:

Tiffani Ashline
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 954.515.3389
Email: tashline@purdueglobal.edu

Title IX Compliance

Title IX of the Education Amendments of 1972 prohibits discrimination based on gender in any educational program or activity that receives financial support from the Federal government. Under Title IX, discrimination based on gender includes sexual harassment and sexual violence. Title IX also prohibits retaliation against individuals who complain about or participate in an investigation regarding an alleged Title IX violation.

Any individual who has questions or concerns regarding possible gender discrimination should contact the Purdue Global Title IX Coordinator Justin O'Sullivan or the U.S. Department of Education Office for Civil Rights.

Title IX Coordinator at Purdue Global

Justin O'Sullivan
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Email: titleix@purdueglobal.edu
Tel: 954.515.4407

U.S. Department of Education Office for Civil Rights

Lyndon Baines Johnson Department of Education Building
400 Maryland Avenue, SW
Washington, DC 20202-1100
Tel: 800.421.3481 (Toll Free)
Fax: 202.453.6012
TDD: 877.521.2172 (Toll Free)

Disability Services

Pursuant to the Rehabilitation Act of 1973 (Section 504) and the 1990 Americans With Disabilities Act (ADA), the University will provide reasonable and individualized academic modifications for students who have provided proper documentation outlining their disabilities and have requested reasonable and appropriate accommodations. Because each student's disabilities may differ in degree and impact, reasonable accommodations will be made on an individual basis. However, if you have a disability, it is your responsibility to seek available assistance and make your needs known at the time of enrollment or as the need arises due to disability. At the time of the request, you must provide the University with documentation to support the disability. Information pertaining to a disability is voluntary and confidential. If this information is supplied, it will be used to seek to overcome the effects of conditions that limit the participation of qualified students with disabilities.

The Center for Disability Services (CDS) is the primary office responsible for the coordination of services for students with disabilities. If you are seeking reasonable and appropriate accommodations, you may request,

through your Purdue Global representative, to be placed in contact with the CDS, or may contact the CDS directly.

The University has designated the following person as the Manager of Disability Services:

Tiffani Ashline
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 954.515.3389
Email: tashline@purdueglobal.edu

Section 508 Electronic Information Technology Accessibility Policy

At Purdue Global we are working closely with our technology and compliance teams as well as external partners to ensure that we are continuously meeting the Web Content Accessibility Guidelines (WCAG), as set forth by the World Wide Web Consortium (W3C), to support the individual needs of all of our students. We are committed to empowering and engaging individuals in their pursuit of learning goals.

Discrimination Grievance Procedures

Federal law prohibits discrimination on the bases of age, race, color, national origin, sex, and disability in programs receiving federal financial assistance. Purdue Global encourages you to bring all complaints or grievances regarding such discrimination to its attention.

A discrimination grievance is any complaint regarding discrimination on the basis of age, race, color, national origin, sex, including sexual harassment, or disability by Purdue Global or any Purdue Global employee, student, or other third party. If you have a complaint, you may present a grievance through the following discrimination grievance procedures. Purdue Global will investigate all complaints or grievances fully and promptly.

1. You should first bring the grievance to the attention of the Discrimination Grievance Coordinator, whose name and contact information appears below, as soon as possible following the occurrence of the alleged discrimination.

Justin O'Sullivan
550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 954.515.4407
Email: studentrelations@purdueglobal.edu

The grievance must be in writing and contain the following information:

- a. Your name and address;
 - b. Description of and date of alleged violation;
 - c. Names of persons responsible for the alleged violation (if known);
 - d. Requested relief or corrective action, if applicable; and
 - e. Any background information you believe to be relevant.
2. Upon the filing of a grievance, Purdue Global will conduct an investigation using a preponderance of the evidence evidentiary standard. If applicable, the University may take your statement and statements from witnesses. In cases of alleged sex discrimination, both the complainant and the alleged perpetrator will have the opportunity to present witnesses and evidence. Where appropriate, the University may impose interim measures upon the filing of the claim such as restrictions on contact; course-schedule or work-

schedule alteration; leaves of absence; or increased monitoring of certain areas of the location. These interim measures are subject to review and revision throughout the grievance process.

3. Following receipt of the grievance, Purdue Global will complete its investigation within a reasonable time (generally 60 days) and provide written notice to you and all alleged responsible parties of the outcome of the investigation, the basis for its decision, and any remedies determined to be appropriate.
4. If Purdue Global determines that discrimination has occurred, it will take all appropriate steps to prevent the recurrence of the discrimination and to correct the effects felt by you and others, if appropriate. Potential sanctions for individuals determined to have committed acts of discrimination include a written warning concerning the misconduct and may result in disciplinary action up to and including immediate suspension and/or dismissal. Potential remedies may include disciplinary action against the perpetrator, requiring counseling for the perpetrator, remedies for the complainant and others, as well as changes to the school's overall services or policies.
5. You may also contact the U.S. Department of Education Office for Civil Rights at:

Lyndon Baines Johnson Department of Education Building
400 Maryland Avenue, SW
Washington, DC 20202-1100
Tel: 800.421.3481 (Toll Free)
Fax: 202.453.6012
TDD: 877.521.2172 (Toll Free)

You may file a criminal complaint or a complaint with the Office for Civil Rights at any time before, during, or after the grievance process. You do not have to complete the Purdue Global grievance process before contacting the Office for Civil Rights.

Students who feel they may have been the victim of discrimination are encouraged to contact the Purdue Global Title IX Coordinator for sources of counseling, advocacy, and support.

Jurisdiction

This procedure applies to sexual or gender-based harassment that is committed by students, faculty, staff, or third parties that occurs on Purdue Global property; or off Purdue Global property, if the conduct was in connection with a University or University-recognized program or activity.

Confidentiality for Title IX Gender Discrimination Complaints

University staff that are aware of a Title IX gender discrimination complaint will take reasonable steps to protect the privacy of all involved. Once a complaint is filed, the Complainant, the Respondent, and any witnesses will be notified that disclosing information about the case may interfere with the investigation and they are expected to keep all information confidential. They also will be notified that University policy prohibits retaliation, and that school officials will not only take steps to prevent retaliation, but will also take strong responsive action if it occurs.

Upon filing a complaint, if the Complainant requests to remain anonymous, the Title IX Coordinator will determine how to proceed with the investigation while factoring in the University's obligation to provide a nondiscriminatory environment, and the Respondent's rights to have notice of any allegations. Anonymity may limit the effectiveness of an investigation, or may prevent it from moving forward. The Complainant

will be informed of the Title IX Coordinator's determination in this situation.

Nothing in this procedure prohibits or limits your right to report complaints to any regulatory or legal enforcement body including the state or federal departments of education.

Retaliation

It is a violation of federal law and Purdue Global policy to retaliate against any person making a complaint of discrimination or against any person participating in the investigation of any such allegation. Retaliation should be reported promptly to the Title IX Coordinator. Retaliation is grounds for disciplinary action.

Definitions

Sexual Harassment is unwelcome conduct of a sexual nature, such as unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.

Sexual Violence is a form of sexual harassment and refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (e.g., due to the student's age or use of drugs or alcohol, or because an intellectual or other disability prevents the student from having the capacity to give consent). A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Gender-based Harassment is another form of sex-based harassment and refers to unwelcome conduct based on an individual's actual or perceived sex, including harassment based on gender identity or nonconformity with sex stereotypes, and not necessarily involving conduct of a sexual nature.

Purdue Global prohibits sex-based harassment by peers, employees, or third parties that is sufficiently serious to deny or limit a student's ability to participate in or benefit from the recipient's education programs and activities (i.e., creates a hostile environment).

Harassing conduct may take many forms, including verbal acts and name-calling, as well as nonverbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful, or humiliating. The more severe the conduct, the less need there is to show a repetitive series of incidents to prove a hostile environment, particularly if the conduct is physical. Indeed, a single or isolated incident of sexual violence may create a hostile environment.

Academic Appeals Policy

Grading and Academic Dishonesty Appeals Procedures

You must follow the below procedures to appeal a grade or an academic dishonesty charge. (See Concord Law School's Problem Resolution and Grievance Procedures (p. 450) for additional policies regarding academic dishonesty charges.)

Step 1: If you wish to appeal a grade or an academic dishonesty charge (e.g., plagiarism, cheating), you must first discuss the issue with your instructor within 10 days of receiving the grade or the academic dishonesty charge.

If you are appealing a grade you believe is unfair, a departure from the established grading policy, or a clear mistake by the School, you should

provide your instructor with a clear explanation of why. Please review the course's grading rubrics and late policies first, as these will often resolve confusion over how a grade was calculated.

If you are appealing an academic dishonesty charge, you should provide your instructor with a clear explanation of why. Please review Purdue Global's Code of Student Conduct (p. 27) first, as it explains the types of actions that are academically dishonest.

If the instructor decides that a change to the grade and/or the withdrawal of an academic dishonesty charge is the correct decision, the instructor will work with the Office of the Chief Academic Officer and the Office of the Registrar as required to resolve the issue.

Step 2: If the problem has not been resolved and you wish to pursue an appeal of the instructor's decision, you must complete and send the Academic Appeal form to the Office of the Chief Academic Officer which will forward your appeal to the Academic Appeals Committee which will review your case and make a decision. The Academic Appeals Committee consists of faculty and one or more administrators.

Step 3: If you disagree with the Academic Appeals Committee's decision, you must send a written letter of appeal to the Office of the Chief Academic Officer within 10 days of the Committee's decision. The Office of the Chief Academic Officer will review the material presented and make a final ruling.

Problem Resolution and Grievance Procedures

Please refer to the Problem Resolution and Grievance Procedures (p. 32) for policy and procedure information.

Additional Information for Concord Law Students Regarding Policy on Petitions Not Related to Academic Appeals

Petitions seeking an exception to administrative policies, such as exam rescheduling, late enrollment, and readmission requirements, may be submitted via the Petition—Associate Dean form by email to CLSAssociateDean@purdueglobal.edu. These petitions shall be reviewed by the Associate Dean for the program, the Associate Dean's designee, or a committee convened by the Associate Dean.

The grant of any petition is at the sole discretion of the School.

Additional Information for Concord Law School Students Regarding Academic Appeals

You may request a hearing before a panel of disinterested members of the faculty and/or administration in a disciplinary proceeding. These hearings are typically conducted based on written submissions.

You may have the assistance of counsel, at your expense, who may be present during any disciplinary proceeding. Counsel may not question witnesses or address the panel during the proceedings. You may also provide the names and contact information of any witnesses on your behalf along with a short description of the witnesses' expected testimony.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords eligible students and their parents certain rights with respect to their education records, including those stated below. The rights afforded to, and consent required of, parents under this Act transfer from the parents to the student once the student becomes eligible.

1. Online student records are maintained for a minimum of 6 years from the end of the award year aid was last awarded or award year you last attended. Onsite student records are retained for a minimum of 5 years from the end of the award year aid was last awarded or award year you last attended. Academic transcripts are maintained indefinitely.
2. You have the right to inspect and review your education records during normal school hours with an appointment within 45 days of the day the Office of the Registrar receives a written, dated request for access. You are not permitted to inspect or review confidential student guidance notes maintained by the University, nor financial records, including any information those records contain, of your parents or guardians.
3. You have the right to request the amendment of education records that you believe are inaccurate, misleading, or a violation of privacy. To request amendment of an education record, submit a written, dated request to the Office of the Registrar, clearly identify the part of the record you want changed, and specify why it is inaccurate, misleading, or a violation of privacy. If the University decides not to amend the record, you will be notified of the decision and your right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided when you are notified of the right to a hearing.
4. You have the right to consent to disclosures of personally identifiable information contained in your education records, except to the extent that FERPA authorizes disclosure without prior consent from the parents or the eligible student, as applicable. The University may neither release nor disclose personally identifiable information contained in your education records to outside employers, agencies, or individuals without first securing a written release from you or your parent, as applicable, unless permitted by the Act. For more information about authorizing a chosen third party to access your education records, please contact your Student Advisor. One exception to the above student record release policy permits disclosure without consent to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position, including law enforcement unit personnel and health staff, or a person or company with whom the University is affiliated or has contracted such as an attorney, auditor, or collection agent. The University can designate approved third parties as school officials. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill a professional responsibility. Upon request, the University discloses educational records without consent to officials of another school in which a student seeks or intends to enroll.
5. You have the right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Inspection/Review of Academic Records

If you are a current or former student and wish to inspect or review part of your academic record, other than standard transcript information, you must make a request in writing in an administrative email or a letter sent to:

Office of the Registrar
Concord Law School at Purdue University Global
550 West Van Buren Street, Suite 700
Chicago, IL 60607
Fax: 800.588.4127

The request must identify specifically which record(s) you wish to inspect and whether the inspection of the records will be in person at Concord's Office of Academic Administration in Los Angeles or by receipt of a copy by U.S. mail. If any portion(s) of the academic record requested for review are maintained in electronic format, they will be made available in printed form, in general, or offered by the relevant software application.

Requesting a Review in Person

To request an in-person review, you must suggest the date and time for the review with a minimum of 10 days advance notice. Reviews must take place during the normal business hours of the Office of Academic Administration.

Requesting Copies by Mail

Requests for copies will be answered within 45 days of receipt of the request and are normally sent by U.S. Priority Mail, Certified, Return Receipt Requested. Other methods of delivery are available upon request. You must pay in advance a fee to cover the cost of copying and delivering the documents.

Requests for amendments to any academic records must be made in writing as set forth above. If Concord declines to amend the academic record, a reason will be provided in writing. This decision may be reviewed using the Problem Resolution and Grievance Procedures (p. 450).

Directory Information Public Notice

You have the ability to enter or restrict the listing of personal directory information through an online user interface. Upon withdrawal from the School, student directory information will be removed, and upon graduation from the School, student directory information will become eligible for inclusion in an alumni directory.

In accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) (p. 451), Concord Law School maintains an online directory for the School community. Upon the first day of attendance at the School, your profile listing, including your name and user name, become available to the School community (students, faculty, and administrators). The online directory may also include information commonly referred to as "directory information." The School designates the following categories of student information as directory information:

- Name
- Address
- Telephone number

- Email address
- Photographic representations of students
- Field of study
- Grade level
- Enrollment status
- Dates of attendance at the School
- Degrees, honors, and awards received
- Participation in officially recognized activities

The School does not accept responsibility for information published by users in the directory and reserves the right to delete or modify information posted to the directory that is abusive, inflammatory, defamatory, infringing of intellectual property, or otherwise inappropriate in an academic environment. If you improperly use the directory or any information it contains, you may be subject to disciplinary action.

Additionally, the School may release directory information to third parties without your prior consent. Directory information may be disclosed by the School at its discretion for any purpose including, but not limited to, requests from law enforcement agencies and degree verification requests from prospective employers.

If currently enrolled, you may choose to withhold disclosure of your directory information by obtaining the Directory Information Withholding Request Form from the Office of Student Support, completing the form, and returning it to the Office of the Registrar. The School will honor your request to withhold directory information; however, cannot assume responsibility for subsequently contacting you for permission to release information to prospective employers, relatives, or other persons. The absence of a specific request to withhold your directory information indicates your approval for disclosure. Additionally, your request to withhold directory information will not affect previous disclosures made by the School prior to receipt of the request.

Student Services

Career Services

Career Services is a student-focused provider of career assistance and is available to degree-seeking students currently enrolled and to eligible graduates. You have access to additional resources online 24 hours a day, and experienced Career Services staff will collaborate with you to create and implement career plans by providing support and advice.

Recognizing that career development is an ongoing, lifelong process, Career Services strives to help you understand the importance of self-assessment, occupational exploration, decision making, goal setting, networking, the job search, and developing productive connections in the workplace. Career Services offers a collaborative link between students, faculty, and prospective employers within the global employment community. Career Services fosters a welcoming, accessible environment where diversity is celebrated and the uniqueness of each individual is valued and respected.

Career Services will offer to assist in your job search and is available for resume and cover letter review(s), interview preparation, assistance with decision making, job offer negotiations, and various other job search and career-related issues.

Career services offered by the University are not an obligation or guarantee of employment. Although the University will assist you, finding a job is ultimately your responsibility. The University does not guarantee

that you will be placed in any particular job, or at all. Some jobs may require additional training or certification. No employee of the University is authorized to guarantee that a graduate will earn any specific amount. Your program of study, employer needs, current economic conditions, and other factors may affect wage levels.

Student Groups

Concord Law School recognizes and registers student groups that comply with the established procedures for registration of such groups. This registration remains in effect as long as the group conducts itself in accordance with Concord's policies and procedures. A proposed student group applies to the Dean of Students or the Dean's designee for recognition using the procedures and forms provided on the Concord School site. Once a group is recognized and registered, it must maintain a roster of at least 10 active members at all times. All members must be current JD or EJD students who are actively engaged in legal studies and who have access to the site. Should the number of active members fall below 10, the group may be delisted. The membership roster on the site is the official roster for group membership.

A recognized student group may use "Concord Law School" in its group's name. Concord supports registered student groups in a variety of ways, including with a link on the Concord School site under the Student Organizations tab, a bulletin board, and other technical support as appropriate.

Groups must specifically obtain permission from the Dean of Students or the Dean's designee to use the Concord Law School logo and may not have any other logo that identifies the group. See the Student Groups tab on the Concord School Site for further instructions on forming official student groups and student group guidelines. All Concord student groups are bound by the Code of Student Conduct and any other Concord policies that govern student behavior and communication on the Internet and elsewhere.

Academic Information

Academic Calendar

Review the Concord Law School Academic Calendar (<https://www.concordlawschool.edu/assets/documents/concord-academic-calendar.pdf>) for important dates, including term start and end dates, withdrawal deadlines, and official school holidays.

Concord records its courses in semester credit hours.

Attendance

Attendance is defined as posting to a discussion board, virtual office, or drop box, attending a seminar, or participating in a quiz or other classroom activity.

You are encouraged to attend class every day and to be on time for scheduled meetings. It is your responsibility to learn the material covered while absent and to see that you make up missed work in compliance with Concord's guidelines. Hours of makeup work cannot be accepted as hours of class attendance, and makeup work is not permitted for the purpose of receiving veterans' educational training benefits.

Refer to the Withdrawal policy for information about withdrawal due to nonattendance.

Leave of Absence

If you have completed at least one term of your degree program at Concord Law School and can demonstrate extenuating circumstances beyond your control, you may request a leave of absence. A leave generally permits you to suspend studies and return to the version of the program that you left.

You must complete and sign a Leave of Absence Request Form and submit it through the Office of Student Support for approval. As appropriate, provide documentation to support your request. If you are seeking a leave of absence in the middle of a term, there may be impacts to your funding; therefore, you should speak with the Financial Aid Office prior to submitting the leave request.

You may request up to one period of leave per calendar year. A leave may be no less than nine weeks to no more than one complete term in duration, though your return date will be dependent on course and term scheduling and availability.

If you request and receive approval for a leave of absence effective before the completion of a term, you will receive a "W" for each attended course at the start of the leave. You are strongly encouraged to register for those courses again in your returning term.

If you are an active-duty servicemember, in the National Guard or Reserves, or are a military family member, you may take a military leave of absence for a period of up to 12 months. You may also have the option to renew this status one time for up to a total of 24 months of leave; however, if you exercise this option, you will return to the version of the degree program in effect at the time of your return.

If you do not return to class by the scheduled date and later choose to return to Concord Law School, you will need to reapply for admission to return to the current version of the program. If you are on a leave of absence, it might impact your financial aid. Please note that your lender entitles you to a 6-month grace period before entering repayment on your student loans. If you have already exhausted your student loan grace period, you will enter loan repayment immediately.

Juris Doctor First-Year Law Students' Exam (FYLSE) Leave of Absence

As a student in the Juris Doctor program, you are required to take and pass the FYLSE after passing your first year in the program. You may request an FYLSE leave of absence to take a break from your studies while you prepare for the examination.

You must complete and sign a First Year Law Students' Exam (FYLSE) Leave of Absence Request Form and submit it through the Office of Student Support for approval. Your request must include a return date that is no later than the first upper-level term after the third eligible FYLSE administration.

If you do not return to class by the scheduled date and later choose to return to Concord Law School, you will need to reapply for admission to the current version of the program. If you are on a leave of absence, it might impact your financial aid. Please note that your lender entitles you to a 6-month grace period before entering repayment on your student loans. If you have already exhausted your student loan grace period, you will enter loan repayment immediately.

Term Break Leave of Absence

Based on the academic calendar, if the break between the end of your current term and the start of the next term is longer than two weeks, you will be administratively placed on a leave of absence after the term ends for a scheduled return on the next eligible term start. This applies to fall/spring track students who must shift to the standard winter/summer track after the first year of study. If you wish to resume your studies on a later term than the next eligible term, you may request a standard leave of absence or an FYLSE leave of absence (JD students only).

Withdrawal

Add/Drop Policy for Courses

After the term begins, you will have a 7-day add/drop period in which to add or drop courses without penalties.

Withdrawal from individual courses after the add/drop period is at the discretion of Concord and may be subject to conditions. Withdrawal after the start of the term is, in general, reflected with a "W" for course grades on the transcript. Course withdrawals are not permitted in the last 60 days of the term.

If you are enrolled in the JD program, you are responsible for ensuring that you are carrying sufficient credit hours for a qualifying half-year of law study, as required by the State Bar of California.

Requesting to Withdraw from the University

Circumstances sometimes require that you withdraw from the School. If your situation warrants withdrawal, please first refer to the Refund Policy (p. 456) and then follow the steps below:

1. Meet with your Student Advisor via telephone or electronically to discuss your decision to withdraw. We will seek to make reasonable efforts to assist you in continuing your education.
2. Once you have officially notified your Student Advisor of your intent to withdraw, you should meet with a representative of the Financial Aid Office only if you intend to withdraw in the middle of a term. They can answer questions regarding financial obligations to the School and student loan repayment responsibilities. Refer to the Refund Policy (p. 456) for specific calculation information.
3. If you are using veterans benefits and withdraw from the School, a notice of termination of enrollment will be sent to Veterans Affairs.
4. A request to withdraw from the School during the final 60 days of a term will be treated as an end-of-term withdrawal request and will be processed after grades have been posted for that term.

If you withdraw from the School and wish to return, you must apply for readmission following the Application for Readmission (p. 444) procedures for Concord.

Withdrawal Due to Nonattendance

Attendance has important effects on your enrollment status at the School:

- If you are a first-term or returning student and do not log attendance in any of your classes within the add/drop period, your enrollment will be cancelled.
- If you do not log attendance in any of your classes for 21 consecutive calendar days (excluding scheduled breaks), you will be administratively withdrawn from your program.

- If you are withdrawn due to nonattendance, grades of “W” will be posted for your courses, except when the period of nonattendance occurs in the last 60 days of the term when “F” grades will be posted.

If you are withdrawn due to nonattendance, you must apply for readmission following the Application for Readmission (p. 444) procedures for Concord.

Transfer Credit

Transfer Credit for Prior Law Studies

You must complete at least one-half of the program requirements at Concord to qualify for the degree. No credit is offered for experiential learning (work experience).

JD Students

All credit transfers will be made in compliance with the requirements of Title IV, Division 1 of the Rules of the State Bar of California (Admission Rules), Rule 4.31, and Guidelines for Unaccredited Law Schools Rule 5.35. Transfer credit will be considered only for courses taken in a JD program at a school that is: (a) ABA approved; (b) accredited by the State Bar of California; or (c) registered with the State Bar of California. Law courses taken in a non-JD program, such as a master’s degree program, or in a JD program at a school that does not meet (a), (b), or (c) cannot be considered.

If you completed study at a law school described above, you must have your legal study evaluated and certified by the Committee of Bar Examiners prior to Concord’s acceptance and application of those credits into its JD program. If you completed law study outside of the United States, it is recommended that you obtain an evaluation of your law studies by the Committee of Bar Examiners.

EJD Students

In addition to law school courses that may qualify for transfer credit for the JD program, transfer credit may also be considered for courses taken in a JD program at a state-approved law school whose graduates may sit for the bar exam in that state. Transfer credit will be granted at the discretion and determination of the Associate Dean.

If you completed preapproved Purdue Global courses while a Purdue Global student or have completed similar courses in graduate programs, you may petition for transfer credit for these previously completed courses after the completion of your first year of study.

Transfer Credit for Concurrent Outside Law School Courses

You may make arrangements to take elective courses at other appropriately accredited law schools. If you wish to receive credit for an external course you must petition for approval from the Associate Dean prior to taking the course. The petition should include a statement of your academic credentials, a course description (usually available in the School Catalog), syllabus (if available), and dates the course begins and ends.

Requirements for Acceptance of Credit into JD Program

1. Prior approval from Concord is obtained.
2. The course is offered through a JD program at an appropriately accredited school.
3. The education must meet all requirements to be considered qualifying legal education under the rules of the State Bar of California.

4. The entire course must start and end within your Concord Law School term.
5. You are responsible for ensuring that you are admitted to the external JD program, enroll and complete the course in a manner that will meet the State Bar of California requirements, and maintain the appropriate course load at Concord to earn a qualifying half-year of legal education.
6. If you enroll in excess credit hours in a single year, you must still receive passing grades in at least 10 semester credit hours per term at Concord to receive credit for that half-year from the State Bar of California.

Requirements for Acceptance of Credit into EJD Program

1. Prior approval from Concord is obtained.
2. The course is offered through an appropriately accredited school in a law or graduate program.
3. The course is appropriate for the EJD program.
4. You are responsible for ensuring that you are admitted to the external program, enroll and complete the course, and maintain the appropriate course load at Concord.

At the conclusion of the course, you must provide Concord with an official transcript indicating course grades before credit can be awarded.

Transfer of Concord Credits to Other Schools

If you wish to continue your education at other schools, you must not assume that credits earned at Concord Law School will be accepted by the receiving institution. It is your responsibility to acquaint yourself with the requirements of the selected school and the requirements of that state’s licensing, certification board, and accrediting body. Institutions of higher education vary in nature and number of credits they will accept toward any program. It is at the sole discretion of that receiving institution to accept credits earned at Concord Law School. This is standard transfer of credit procedure. Neither Concord Law School nor Purdue Global can guarantee the transferability of any credits to other institutions.

Program Changes

As a JD student, you may request to change to the EJD program prior to the completion of your second year of study.

As an EJD student, you may only request to transfer to the JD program if you successfully completed your first year of law study in the JD program, have passed the First-Year Law Students’ Exam (FYLSE), are in good academic standing in the EJD program, and have not attempted more than 70 credits at Concord Law School. Note that none of the coursework you completed in the EJD program can satisfy JD program requirements, so you may be required to retake previously passed courses.

EJD students who do not meet all of the above stipulations may not transfer to the JD program and must withdraw and reapply for JD admission. If you previously completed any coursework in the JD program, you may be required to petition to restart your studies with the State Bar of California. Refer to the Application for Readmission (p. 444) policy for more information.

Academic Standards

In this section, you can find information on academic grades, honors, and satisfactory academic progress.

Academic Grades

Concord generally grades examinations using standards similar to those employed by the Committee of Bar Examiners of the State Bar of California. All exams, written assignments, and other assessments are governed by the Code of Student Conduct.

Grade	Numeric	Points	Definition
A	83-100	4.0	Superior
A-	80-82	3.7	Superior
B+	78-79	3.3	Excellent
B	73-77	3.0	Excellent
B-	70-72	2.7	Excellent
C+	68-69	2.3	Proficient
C	63-67	2.0	Proficient
C-	60-62	1.7	JD Students: Below Standard Proficiency; EJD Students: Proficient
D+	58-59	1.3	Below Standard Proficiency
D	53-57	1.0	Below Standard Proficiency
D-	50-52	0.7	Below Standard Proficiency
F	Below 50	0.0	Failure
P			Pass
TC			Transfer Credit
W			Withdrawal

Repeated Courses

You must successfully complete all required courses for the degree program. You must repeat any required course for which you received a failing grade. When you repeat a course, all attempts are included on the transcript, and all grades received are included in the calculation of the cumulative GPA; however, you can only earn credit hours toward program completion and a qualifying half-year of law study for the State Bar of California once. If you choose to retake a previously passed course, you may only receive financial aid for one additional retake of that course.

In retaking a course, the Code of Student Conduct applies, and you are not permitted to utilize outlines or other materials that you may have had rightful access to or possession of during the original taking, if non-retaking students would not.

If you fail the same course or its equivalent twice, you will be academically dismissed from the School.

Satisfactory Academic Progress

Maximum Time Frame

You may not attempt more than 150 percent of the published program length, as measured in credit hours. For example, if a program requires successful completion of 72 credit hours, you may not attempt more than 108 credits (72 x 1.5). Credit awarded for prior learning will affect the maximum time frame (see below).

You will be immediately dismissed if the Office of the Registrar determines that it is ultimately impossible for you to complete all program requirements within the maximum time frame.

Academic Progress Evaluations

As a degree-seeking student, you will be evaluated at the end of every term for satisfactory academic progress according to both a qualitative and quantitative standard. Terms are equal to payment periods for financial aid purposes. The qualitative standard is defined as a minimum cumulative grade point average (CGPA) equal to the CGPA required for graduation. The quantitative standard is calculated by dividing the cumulative number of credits you have successfully completed by the cumulative number of credits you have attempted and is expressed as a percentage.

In addition to the cumulative academic progress standards, JD students must earn a minimum term GPA and minimum term pace each term. Please also refer to JD Progression Requirements (p. 460) for additional academic standards.

Program	Minimum CGPA	Minimum Pace of Completion	Minimum Term Progress
Juris Doctor	2.0	66.6%	2.0 Term GPA; 100% Term Pace
Executive Juris Doctor	1.7	66.6%	N/A

If you do not meet the satisfactory academic progress standards, you could lose your eligibility for federal financial aid. Financial aid recipients should refer to the Academic Eligibility for Financial Aid (p. 456) section.

Academic Probation and Dismissal

Academic Probation

If you do not meet all satisfactory academic progress standards at the end of any given term, you will be placed on academic probation and notified of the status change. In addition, you are strongly encouraged to consult with your Student Advisor and employ resources to regain good academic standing.

At the end of the probation term, unless you have an approved satisfactory academic progress appeal on file, you will be dismissed from the School if you are unable to regain good academic standing by meeting all satisfactory academic progress standards.

Satisfactory Academic Progress Appeals

The School may determine you are making academic progress, even if you do not meet the satisfactory academic progress standards, if the School determines that your failure to meet those standards was due

to unforeseeable, extenuating circumstances, including the death of a relative, illness, or injury, or other special circumstances.

If you are placed on academic probation, you may submit an appeal to be placed on final academic probation (see below). The written appeal should explain the extenuating circumstances that caused your inability to meet the satisfactory academic progress standards and explain the corrective actions you have taken to ensure academic success if the appeal is granted. You may begin the appeal process during the period of academic probation and are encouraged to include supporting documentation that could have a bearing on the School's decision.

Satisfactory academic progress appeals will be reviewed by the Associate Dean's Office, and you will be notified of the decision.

Final Academic Probation

If you do not meet the satisfactory academic progress standards at the end of the probation term, but are able to meet the minimum graduation requirements within the maximum time frame and have an approved satisfactory academic progress appeal on file, you will be placed on final academic probation. You will be notified of the status change if you are placed on final academic probation.

If your satisfactory academic progress appeal is approved, the School will make a determination either to place you on final academic probation for a payment period (an academic term) or create a customized academic plan that will define the academic standards you must meet in order to comply with the satisfactory academic progress standards by a specific point in time.

Academic Dismissal

You will be academically dismissed from the School if:

- You are placed on academic probation and are not approved to continue through the satisfactory academic progress appeals process, and/or
- You are placed on final probation and either do not make satisfactory academic progress by the end of the term or do not meet the terms of your academic plan.

Notwithstanding the above, if you do not earn a cumulative GPA of 1.70 or higher (JD students) or 1.50 or higher (EJD students) at the end of your first term of enrollment with the School, you will be subject to immediate dismissal. In addition, if you are a JD student and do not earn a 2.00 CGPA by the end of the first year, or fail any class during the first year, you will be academically dismissed from the School.

Grades Affecting Academic Progress

All credit hours attempted toward your current program of study will be considered when evaluating academic progress. Course withdrawals and repeated courses will be considered credit attempts for which no credit is earned. Noncredit-bearing courses will not affect satisfactory academic progress.

Any transfer credits awarded for prior learning will be included in the pace of completion and maximum time frame calculations as both credits earned and credits attempted. If you are reentering or changing to a different program, only courses applicable to the new program will be considered when assessing academic progress.

Academic Honors

Term Honors

You may receive term honors if, in a given term, you complete at least 10 credit hours and earn a GPA of 3.0 to 3.29 (Dean's List) or 3.3 or higher (Distinguished Scholar). This honor will appear on your transcript.

Degree Honors

You may receive degree honors if you graduate from your program with a cumulative GPA of 3.0 to 3.29 (With Honors) or 3.3 or higher (With Highest Honors). This honor will appear on your diploma and your transcript.

Financial Information

To view tuition and fee information, visit www.concordlawschool.edu/admissions/tuition (<https://www.concordlawschool.edu/admissions/tuition>).

Enrollment Status and Definition of an Academic Year

Your enrollment status can impact financial aid eligibility.

The academic year is 48 weeks, which is divided into two, 24-week terms of instruction, during which a full-time student will complete at least 22 semester credit hours. Thus, enrollment status is defined as:

- Full-time: 11 credit hours per term
- Three-quarter-time: 9 credit hours per term
- Half-time: 6 credit hours per term

The Veterans Administration may have different definitions for full-time and part-time status. If you are receiving veterans benefits, you should talk to the School's Certifying Official.

Academic Eligibility for Financial Aid

To remain eligible for federal financial aid, you are required to maintain satisfactory academic progress (p. 455) toward completion of your program.

Financial Aid Warning

If you are placed on academic probation, you will also be given a financial aid warning. You will have one payment period (one academic term) to regain good academic standing by meeting all satisfactory academic progress standards or you will lose academic eligibility for federal funding.

The School may restore your academic eligibility for financial aid, even if you do not meet the satisfactory academic progress standards, if the School determines that your failure to meet those standards was due to unforeseeable, extenuating circumstances, including the death of a relative, illness, or injury, or other special circumstances.

If you receive a financial aid warning, and have experienced extenuating circumstances, you should file a satisfactory academic progress appeal before the end of the payment period/term to be considered for financial aid probation and to avoid disruption to your enrollment.

Financial Aid Probation

After receiving a financial aid warning, you may submit an appeal to be placed on financial aid probation. The written appeal should explain the extenuating circumstances that caused the inability to meet the satisfactory academic progress standards and explain the corrective actions that have been taken to ensure academic success if the appeal is granted. You may begin the appeal process during the financial aid warning period and are encouraged to include supporting documentation that could have a bearing on the School's decision. You will be notified in writing of the outcome of the appeal review.

When you are placed on financial aid probation, you may also receive an academic plan. The academic plan identifies the academic standards you must meet each term in order to comply with the satisfactory academic progress standards.

When you are placed on financial aid probation, you will be denied eligibility for financial aid and academically dismissed from the School at the end of the payment period, unless you make satisfactory academic progress or the School determines that you have met the terms of your academic plan.

Financial Aid Services

Prior to enrolling at Concord, you are encouraged to explore all options available for financing your education including employer or military tuition assistance or reimbursement, veterans benefits, and financial aid funding through state and federal agencies. Financial aid information and application assistance is provided by the School's Financial Aid Office to help you understand your options.

If you receive loans to pay for your course of instruction, it is your responsibility to repay the full amount of the loan, plus interest, less the amount of any funds returned to the source. Defaulting on loans guaranteed or reinsured by the state or federal government could result in damage to credit ratings, loss of eligibility for future student loans and other forms of financial aid, loss of deferment and monthly payment options, withholding of state and federal income tax refunds, initiation of court action, and garnishment of wages.

Additional information on eligibility requirements, alternate financing, amounts available, interest rates, scholarships, and repayment schedules is available from the Financial Aid Office.

You may be eligible for third-party funding sources from outside agencies and are encouraged to seek out such funding and familiarize yourself with the policies of such agencies. Although the School will assist you in completing the necessary forms and will provide any required information to the agency, it is ultimately your responsibility to ensure the agency's requirements are met.

Some alternative loans are only available to pay any direct tuition charges that are not covered by federal, state, or institutional funding. You are encouraged to take advantage of federal Title IV funding before applying to alternative loan programs. You and, when applicable, your parents have the right and ability to choose any lender you wish, and Concord does not require that any loans be obtained from any particular lender or source.

Concord is approved for the following loans and programs:

- Loans (available to all students, subject to eligibility requirements)
 - Unsubsidized Federal Stafford Loan

- Federal PLUS Loan
- Alternative Loans
- Other Agencies or Programs
 - Promise Jobs
 - Veterans Administration Benefits
 - Division of Vocational Rehabilitation
 - Defense Activity for Non-Traditional Education Support (DANTES)

Refund Policy

Notice to Students

Return of Title IV Financial Aid

If you withdraw or are dismissed from the School up through the 60 percent point in any payment period and received federal financial aid in the form of grants or loan funds, federal law requires that the School, and in some cases you, the student, return funds you did not earn to the U.S. Department of Education. In these situations, federal Title IV financial aid must be recalculated. Recalculation is based on the percentage of earned aid using the following Federal Return of Title IV funds formula:

1. To determine the percentage of the payment period or term completed, the number of days completed up to the last date of academic attendance is divided by the total days in the payment period or term. (Any break of 5 days or more is not counted as part of the days in the term.) This percentage is also the amount of Title IV financial aid earned.
2. To determine the amount of aid to be returned, subtract the percentage of aid earned from 100 percent of the aid that could have been disbursed and multiply it by the total amount of aid that could have been disbursed during the payment period or term as of the date you withdrew. Funds are returned to the appropriate federal program based on the percentage of unearned aid using the following formula: After the 60 percent point in the payment period, you will have earned 100 percent of the federal financial aid funds already disbursed to you. This calculation concerning federal financial aid is separate and distinct from the institutional refund policy, and may result in you owing additional funds to the School to cover tuition charges previously paid by federal financial aid prior to your withdrawal.
3. If you earned less aid than was disbursed, the institution would be required to return a portion of the funds and you are required to return a portion of the funds. Keep in mind that when Title IV funds are returned, you, the student borrower, may owe a debt balance to the institution. If you earned more aid than was disbursed to you, the institution would owe you a post-withdrawal disbursement, which must be paid within 180 days of your withdrawal.
4. If you plan to withdraw from the School, you should contact the Financial Aid or Business Office to determine the amount of funds that must be returned on your behalf, if applicable. All refunds due will be made within 45 days of your effective withdrawal date. The last date of actual attendance is used in calculating any refund amount.
5. Refunds are allocated in the following order:
 - a. Unsubsidized Federal Stafford Loan
 - b. Subsidized Federal Stafford Loan
 - c. Federal Perkins Loan
 - d. Federal Parent (FPLUS) Loan
 - e. Federal Pell Grant
 - f. Federal Supplemental Educational Opportunity Grant
 - g. Other Title IV assistance

- h. Other state funds (unless otherwise mandated by the state)
- i. Private and institutional aid
- j. Student

Withdrawal After Commencement of Classes

The effective withdrawal date shall be when any of the following occur:

1. The date you notify Concord of withdrawal or the date of withdrawal, whichever is earlier,
2. The last date of attendance if you do not attend within the first 7 days of the term start date,
3. The last date of attendance if you fail to complete academically related activities for 21 consecutive calendar days (not including breaks),
4. The last date of attendance prior to the date when Concord terminates your enrollment,
5. The date you are scheduled to return from a leave of absence and fail to do so.

All refunds due will be made within 45 days of your effective withdrawal date. The last date of actual participation is used in calculating any refund amount.

If you have obtained a loan to pay for tuition, it is your responsibility to repay the full amount of any loans plus interest, less any amount of any refund to the lender. You are advised that some financial refunds are due directly to the lender.

Tuition Refund Chart

If you begin a term, you are entitled to a prorated refund of tuition paid, up to the time 50 percent of the academic term has lapsed. Thus, if you withdraw from or are dismissed by the School any time after commencing instruction, but prior to 50 percent of the academic term, you will receive a prorated refund.

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first day through 10% of the term	90% Tuition ¹
After more than 10% and through 25% of the term	50% Tuition ¹
After more than 25% and through 50% of the term	25% Tuition ¹
After more than 50% and through 100% of the term	0% Tuition ¹

¹ Less the Administrative Fee

Florida Residents

If you reside in the state of Florida and withdraw or are terminated after completing only a portion of a course, program, or term within the applicable billing period, the institution shall pay a minimum refund as follows:

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 7 calendar days of each term	100% Tuition
After 7 calendar days and through 25% of the term	50% Tuition ¹

After more than 25% and through 50% of the term	25% Tuition ¹
After more than 50% and through 100% of the term	0% Tuition

¹ Less the Administrative Fee

Refunds shall be made within 30 days of the date of withdrawal or termination, not including the nonrefundable application fee or administrative fee.

Iowa Residents

For all Iowa residents attending Concord Law School the following refund policy shall apply:

Students Withdrawing	Refund
Prior to the first day of the term	100%
During the first 6 days of the term (first time students only)	100% Tuition

For the remainder of the term until completion, the tuition refund will be calculated as follows:

- Number of calendar days remaining in the term/number of calendar days in the term multiplied by the total tuition multiplied by 90 percent.
- A term is considered completed if a student receives a letter grade of "A" through "D" for any class and no tuition refund will be granted.
- No administrative fee will be charged to a student who withdraws from Concord.

For Iowa Servicemembers and Their Spouses With Dependent Children

Any Purdue Global student residing in the state of Iowa who is a military servicemember (active duty, guard, or reservist) who gets deployed or mobilized, or is a spouse with a dependent child of a servicemember who gets deployed or mobilized, may request a full refund of tuition and fees for all classes attended in the term for which the deployment or mobilization occurred.

Maryland Residents

If you reside in the state of Maryland and withdraw or are terminated after completing only a portion of a course, program, or term within the applicable billing period, the institution shall pay a minimum refund as follows:

Proportion of Total Course, Program, or Term Completed as of Date of Withdrawal or Termination	Refund
Less than 10%	90%
10% up to but not including 20%	80% Tuition
20% up to but not including 30%	60% Tuition ¹
30% up to but not including 40%	40% Tuition ¹
40% up to but not including 60%	20% Tuition
60% through 100% of the term	0% Tuition

¹ Less the Administrative Fee

The refund due shall be based on the date of withdrawal or termination and paid within 60 days from the date of withdrawal or termination. You will not be charged the administrative fee if you withdraw from the School after completing 50 percent or more of any given term.

Wisconsin Residents

For all Wisconsin residents the following refund policy shall apply:

Students Withdrawing	Refund
Prior to the first day of the term	100% Tuition
During the first 6 calendar days of the first term (first-time students only)	100% Tuition
During the first day through 10% of the term (continuing or restarting students)	90% Tuition ¹
After more than 10% and through 20% of the term	80% Tuition ¹
After more than 20% and through 30% of the term	70% Tuition ¹
After more than 30% and through 40% of the term	60% Tuition ¹
After more than 40% and through 50% of the term	50% Tuition ¹
After more than 50% and through 60% of the term	40% Tuition ¹
After more than 60% and through 100% of the term	0% Tuition

¹ Less \$100 Administrative Fee.

Juris Doctor

Description and Outcomes

Students seeking to practice law and develop a wide range of career opportunities should enroll in the Juris Doctor program. The JD program focuses on the knowledge and skills necessary to be a responsible and effective member of the legal profession. Law study and the JD degree have also been widely recognized as providing a foundation for individuals who work in business, government, education, and public interest positions.

The JD program at Concord strives to develop students' abilities, skills, and perspective in legal fundamentals, professional and practical skills, and critical thinking skills.

The JD program at Concord is a 92 credit hour, 8-term program. You are required to successfully complete at least 22 credit hours of coursework over two 24-week terms each year. The program consists of required courses and electives. You are required to submit periodic statements of the time spent in study, class preparation, and class attendance. These statements will be embedded in each course. You will have earned a juris doctor degree and met the legal education requirement of the Committee of Bar Examiners of the State Bar of California upon graduating from this program and may apply for admission to the State Bar of California.

Learning Outcome Objectives

Concord has established the following core learning goals in connection with its Juris Doctor program:

- Demonstrates knowledge of the role of law in society and the U.S. legal system.
- Demonstrates ability to analyze and explain legal solutions to a particular fact situation (critical thinking).
- Communicates clearly and effectively both in writing and orally.
- Demonstrates competency with legal practice skills.
- Demonstrates knowledge of the law in courses tested on the California bar exam.
- Demonstrates the knowledge and skills to recognize and resolve dilemmas in an ethical manner.
- Models professionalism and knowledge of the importance of service to the profession and to the community at large.

Required Disclosures

The method of instruction at this law school for the Juris Doctor (JD) degree program is principally by technological means including interactive classes.

After you successfully complete the first year of law study in the JD degree program at this law school, you must pass the First-Year Law Students' Examination required by Business and Professions Code 6060(h) and Title IV, Division 1 of the Rules of the State Bar of California (Admission Rules) as part of the requirements to qualify to take the California Bar Examination. If you pass the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it, you will receive credit for all legal studies completed to the time the examination is passed. If you do not pass the examination within three (3) administrations of the examination after first becoming eligible to take it, you must be promptly disqualified from the law school's JD degree program. If you pass the examination subsequent

to dismissal, you are eligible for re-enrollment in this law school's JD degree program, but will receive credit for only 1 year of legal study.

Study at, or graduation from, this law school may not qualify you to take the bar examination or satisfy the educational requirements for admission to practice in jurisdictions other than California. This program was not designed to meet any specific state's requirements to practice law other than California. Purdue Global and Concord Law School have not made a determination with respect to the requirements to practice law in other states. If you are intending to seek admission to practice law in a jurisdiction other than California, you should contact the admitting authority in that jurisdiction for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

There will be additional eligibility requirements to be admitted to the California bar. For more information, visit <http://www.calbar.ca.gov/Admissions>.

Policies

State Bar Registration

As a student enrolled in the Juris Doctor program, you must register with the State Bar of California after beginning law studies at Concord.

Pursuant to Rule 4.16 (B) of Title IV, Division 1 of the Rules of the State Bar of California (Admission Rules), "The Application for Registration must be filed first, before any other application is transmitted to the Committee. The applicant is required by law either to provide the Committee with a Social Security Number or to request an exemption because of ineligibility for a Social Security Number. Registration is deemed abandoned if all required documentation and fees have not been received within sixty days of filing. No refund is issued for an abandoned registration."

For more information, see <http://www.calbar.ca.gov>.

Note: registration as a first-year student is distinct from registering to sit for the California State Bar First-Year Law Students' Examination (FYLSE). If you successfully complete your first year at Concord and satisfy all other requirements, you will be certified to sit for this examination.

Progression Requirements

To maintain good academic standing in the JD program at Concord, you must actively progress toward the completion of each academic year as required by the State Bar of California. You must maintain a module pace dictated by State Bar of California rules that require students to complete their studies (a minimum of 864 hours of Concord curriculum) within 48 to 52 weeks in each year of the program. You must also meet the Satisfactory Academic Progress Standards (p. 455).

First-Year Requirements

In the first academic year you must earn a CGPA of 2.00 or higher to be certified for the First-Year Law Students' Examination (FYLSE). Furthermore, should you fail any individual course during either term, you will not be certified for the FYLSE. If you do not earn a 1.70 CGPA by the end of your first term, do not earn a 2.00 CGPA by the end of the first year, or fail any class during the first year, you will be academically dismissed from the School.

Upper-Division FYLSE Requirements

You are required to take and pass the FYLSE, unless you qualify for an exemption based upon attendance at a prior law school or because you have already passed the FYLSE. If you have prior law studies, Concord

may require, as a condition of admission, that you petition the State Bar of California to restart your law studies.

Upon successful completion of the first year, before starting the second year, you must either pass the FYLSE or complete CL900 First-Year Intensive (FYI) with a passing grade as outlined in the class syllabus.

If you achieve such a grade, while you are permitted to continue and complete the second year of studies while the second or third administration to pass the FYLSE is pending, under no circumstances may you begin the third year at Concord in the JD program without successfully passing the FYLSE.

If you need to devote additional time to studying for the exam, you can elect to take an FYLSE leave of absence, within the first three administrations of the FYLSE after becoming eligible, to temporarily suspend your studies. (See FYLSE Leave of Absence (p. 452))

If you fail to pass the FYLSE within three consecutive administrations of first becoming eligible to take the examination, you may not continue in the JD program. (Note: the three administrations rule runs from the point of eligibility, i.e., completion of the first year, not from the time you first choose to take the examination.) If you pass the FYLSE on a fourth or subsequent administration, you may be readmitted to the JD program, but all credits earned beyond the first qualifying year of study will be disqualified. If you are otherwise in good academic standing, you may be eligible to apply to the nonbar-track EJD program (See Program Changes (p. 452)).

Requirements for a Qualifying Half-Year of Study

To be eligible to sit for the California Bar Examination, you must complete 8 qualifying half-years of study, each with a minimum of 432 hours of preparation and study completed in not less than 24 weeks or more than 26 weeks. To receive credit for a qualifying half-year of study for the State Bar, you must earn at least 10 credit hours each semester. If you fail to complete the minimum credit hours required for a qualifying half-year of law study in any term, you may be eligible to continue your studies at Concord but any passing grades received in that term will be disqualified, and you will have to make up the failing half-year of law study.

You shall be allowed to make up 2 half-years of law study. If you achieve another failing half-year, you are not eligible to continue in the JD program.

Final Exam Qualification Policy

You are required to attend regularly and punctually to your studies. To be able to take the final examination in a course, you must:

1. Complete 100% of the required work (other than seminars) by finishing all modules prior to the scheduled final examination date.
2. Participate in at least 80% of all seminars, either live or through the archive, by no later than one week (7 days) prior to the scheduled final examination date.

Graduation Requirements

You must successfully pass all required courses and complete at least 92 credit hours with a minimum 2.00 CGPA to graduate with a JD degree from Concord.

You must be in good financial standing to graduate and must have successfully completed all academic requirements to participate in the graduation ceremony.

Degree Plan

Program Requirements

Code	Title	Credits
First Year Requirements		
CL600	Introduction to Legal Analysis I	1
CL601	Introduction to Legal Analysis II	1
CL610	Contracts I	4
CL611	Contracts II	4
CL620	Torts I	4
CL621	Torts II	4
CL630	Criminal Law I	3
CL631	Criminal Law II	3
Total First Year Requirements		24
Second Year Requirements		
CL660	Real Property I	4
CL661	Real Property II	4
CL670	Civil Procedure I	3
CL671	Civil Procedure II	3
CL685	Criminal Procedure	4
CL727	Legal Analysis and Writing	2
CL728	Advanced Legal Analysis and Writing - Regulatory and Transactional	2
or CL729	Advanced Legal Analysis and Writing - Litigation	
CL730	Electronic Legal Research	2
Total Second Year Requirements		24
Third Year Requirements		
CL650	Constitutional Law I	3
CL651	Constitutional Law II	3
CL700	Corporations and Business Organizations I	2
CL701	Corporations and Business Organizations II	2
CL710	Evidence I	3
CL711	Evidence II	3
CL735	Professional Responsibility	2
CL740	Future of Law Practice	2
Open Electives		2
Total Third Year Requirements		22
Fourth Year Requirements		
CL750	Estates, Wills, and Trusts I	2
CL751	Estates, Wills, and Trusts II	2
CL760	Community Property	2
CL761	Family Law Practicum	2
CL770	Remedies I	2
CL771	Remedies II	2
CL780	Capstone I	2
CL781	Capstone II	2
Open Electives		6
Total Fourth Year Requirements		22
TOTAL CREDITS		92

Executive Juris Doctor

Description and Outcomes

The Executive Juris Doctor (EJD) program is a program pioneered by Concord to provide a law-based degree for those individuals who do not intend to become practicing attorneys. It is designed for individuals who are seeking an understanding of the U.S. legal system to enhance their current career, to open up employment opportunities, or for their personal growth. In addition to obtaining a thorough legal background, graduates will have sharpened their analytical reasoning and communication skills. Students in the EJD program will not be certified as meeting the requirements of the State Bar of California to sit for the California Bar Examination. The EJD offers more flexibility than the JD program without sacrificing a rigorous education in core legal subjects.

The EJD program requires completion of a minimum 72 credit hours, consisting of 32 credit hours in specific core classes and an additional 40 credit hours of electives. Upon successful completion of the program, you will be awarded an executive juris doctor degree.

Concentrations

In addition to general law studies, you may further specialize your degree by selecting one of four concentrations: law and technology, business law, health law, and education law.

The law and technology concentration is designed for individuals with a technology background who seek to enhance their current position or who seek new employment opportunities.

The business law concentration could be beneficial for students who seek to enhance their knowledge of the law for use in their current position or to seek new employment opportunities in both private and public sector industries as well as nonprofits.

The education law concentration could be beneficial to students who are interested in the educational system or advocating for parents and students, including students with disabilities, in the education process. It is also a good fit for students who have a background in, or currently work in, a K-12 or postsecondary education setting who seek to enhance their knowledge of the law for use in their current position, or to seek new employment opportunities.

The health law concentration is designed for individuals with a background in the health care profession who seek to enhance their current position or seek new employment opportunities.

While these concentrations are designed to prepare you to pursue employment in your field of study, or in related fields, Concord does not guarantee that you will be placed in any particular job, eligible for job advancement opportunities, or employed at all.

Learning Outcome Objectives

Concord has established the following core learning goals in connection with its Executive Juris Doctor program:

- Demonstrates knowledge of the role of law in society and the U.S. legal system.
- Demonstrates ability to analyze and explain legal solutions to a particular fact situation.
- Communicates clearly and effectively both in writing and orally.
- Demonstrates competency with specific legal practice skills.

- Demonstrates knowledge of the law in foundation law courses.
- Demonstrates the knowledge and skills to recognize and resolve dilemmas in an ethical manner.
- Models professionalism and knowledge of the importance of service to the profession and to the community at large, and an understanding of the unauthorized practice of law.

Required Disclosures

The method of instruction at this law school for professional law degree programs other than the Juris Doctor degree is principally by technological means including interactive classes.

Completion of a professional law degree program at this law school, other than the Juris Doctor degree, does not qualify you to take the California Bar Examination or satisfy the requirements for admission to practice law in California. It may not qualify you to take the bar examination or satisfy the requirements for admission to the practice of law in any other jurisdiction. If you are intending to seek admission to practice law, you should contact the admitting authority in the jurisdiction where you intend to qualify to sit for the bar examination or for admission to practice to receive information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

Policies

Progression Requirements

You must complete both parts I and II of Contracts, Torts, and Introduction to Legal Analysis prior to taking any other courses in your program, with the exception of Criminal Law, which may be taken concurrently.

Notwithstanding any other policy regarding satisfactory academic progress or academic probation, if you are an EJD student and do not earn a 1.50 CGPA by the end of your first term, you will be academically dismissed from the School.

Final Exam Qualification Policy

You are required to attend regularly and punctually to your studies. To be able to take the final examination in a course, you must:

1. Complete 100% of the required work (other than seminars) by finishing all modules prior to the scheduled final examination date.
2. Participate in at least 80% of all seminars, either live or through the archive, by no later than one week (7 days) prior to the scheduled final examination date.

Graduation Requirements

You must successfully pass all required courses, complete 72 credit hours, and maintain a cumulative GPA of 1.7 to graduate with an EJD degree from Concord.

You must be in good financial standing to graduate and must have successfully completed all academic requirements to participate in the graduation ceremony.

Degree Plan

Program Requirements

Code	Title	Credits
Core Requirements		

CL600	Introduction to Legal Analysis I	1	Health Law Electives	8
CL601	Introduction to Legal Analysis II	1	TOTAL CREDITS	16
CL610	Contracts I	4		
CL611	Contracts II	4		
CL620	Torts I	4		
CL621	Torts II	4		
CL650	Constitutional Law I	3		
CL651	Constitutional Law II	3		
CL727	Legal Analysis and Writing	2		
CL728	Advanced Legal Analysis and Writing - Regulatory and Transactional	2		
or CL729	Advanced Legal Analysis and Writing - Litigation			
CL730	Electronic Legal Research	2		
CL745	Cross Professional Ethics	2		
Total Core Requirements		32		
Open Elective Requirements				
Open Electives		40		
Total Open Elective Requirements		40		
TOTAL CREDITS		72		

Concentration Requirements

Concentration courses are completed within the open electives requirement of the degree plan.

Law and Technology

Code	Title	Credits
CL670	Civil Procedure I	3
CL820	Intellectual Property	4
CL821	Cyber Law	4
Law and Technology Electives		6
TOTAL CREDITS		17

Business Law

Code	Title	Credits
CL700	Corporations and Business Organizations I	2
CL701	Corporations and Business Organizations II	2
CL811	Administrative Law	4
Business Law Electives		8
TOTAL CREDITS		16

Education Law

Code	Title	Credits
CL811	Administrative Law	4
CL850	Education Law	4
CL855	Special Education Law	2
Education Law Electives		6
TOTAL CREDITS		16

Health Law

Code	Title	Credits
CL811	Administrative Law	4
CL830	Health Law	4

Course Descriptions

CL500: Fundamentals

The Fundamentals course is designed to give you a glimpse into the law school experience and the tools and systems you will use while at Concord Law School so that you are prepared to begin your studies on the first day of class. While not required and no credit is given, participation is highly encouraged as it will provide foundational knowledge of the law and how to best prepare for your law school journey.

Credit Hours: 0 | Prerequisite: None

CL600: Introduction to Legal Analysis I

This first-year course is designed to introduce you to the study of law and the American Legal System. It teaches you the ability to spot and analyze legal issues in factual situations. The course also introduces you to legal reasoning and legal writing.

Credit Hours: 1 | Prerequisite: None

CL601: Introduction to Legal Analysis II

This course is a continuation of CL600: Introduction of Legal Analysis I.

This first-year course is designed to introduce you to the study of law and the American Legal System. It teaches you the ability to spot and analyze legal issues in factual situations. The course also introduces you to legal reasoning and legal writing.

Credit Hours: 1 | Prerequisite: CL600

CL610: Contracts I

This course examines the legal theories and principles relating to parties and agreements and their resultant obligations or benefits. Covered topics include: formation, conditions, and remedies of contracts; bargained-for consideration; third-party contracts (including assignments and delegations); statute of frauds; parole evidence; impossibility of performance; and frustration of purpose.

Credit Hours: 4 | Prerequisite: None

CL611: Contracts II

This course is a continuation of CL610: Contracts I. This course examines the legal theories and principles relating to parties and agreements and their resultant obligations or benefits. Covered topics include: formation, conditions, and remedies of contracts; bargained-for consideration; third-party contracts (including assignments and delegations); statute of frauds; parole evidence; impossibility of performance; and frustration of purpose.

Credit Hours: 4 | Prerequisite: CL610

CL620: Torts I

This course explores the study of civil liability relating to intentional acts and violation of duties imposed by law. In addition, legal wrongs committed by a private person upon the person or property of another independent of a contractual relationship are covered in detail in this course. Topics include intentional torts, negligence, strict liability, product liability, nuisance, defamation, invasion of privacy, and misrepresentation.

Credit Hours: 4 | Prerequisite: None

CL621: Torts II

This course is a continuation of CL620: Torts I. This course explores the study of civil liability relating to intentional acts and violation of duties imposed by law. In addition, legal wrongs committed by a private person upon the person or property of another independent of a contractual relationship are covered in detail in this course. Topics include intentional torts, negligence, strict liability, product liability, nuisance, defamation, invasion of privacy, and misrepresentation.

Credit Hours: 4 | Prerequisite: CL620

CL630: Criminal Law I

This course examines the state's ability to punish individuals for wrongs committed. Homicide, theft (including robbery and burglary), assault, rape, kidnapping, and arson as well as attempts, conspiracies, and solicitation are covered in depth. The state of mind required to commit a crime, including justifications and excuses, is thoroughly covered.

Credit Hours: 3 | Prerequisite: None

CL631: Criminal Law II

This course is a continuation of CL630: Criminal Law I. This course examines the state's ability to punish individuals for wrongs committed. Homicide, theft (including robbery and burglary), assault, rape, kidnapping, and arson as well as attempts, conspiracies, and solicitation are covered in depth. The state of mind required to commit a crime, including justifications and excuses, is thoroughly covered.

Credit Hours: 3 | Prerequisite: CL630

CL650: Constitutional Law I

This course examines the organization and framework of the federal government, the distribution of political and governmental authorities and functions, and the fundamental principles that regulate the relationship between the government and its citizens. Specific topics include the source of judicial review, the powers of legislative and executive branches, the authority reserved for the states, due process, equal protection, and First Amendment freedoms.

Credit Hours: 3 | Prerequisite: None

CL651: Constitutional Law II

This course is a continuation of CL650: Constitutional Law I. This course examines individual rights under the United States Constitution that impose limitations on governmental power. Specific topics include due process, equal protection, and First Amendment freedoms.

Credit Hours: 3 | Prerequisite: CL650

CL660: Real Property I

The law governing all aspects of real property and the creation of rights is the focus of this course. Additional topics include ownership rights (including present estates), co-tenancy, future interests, and the relations between landlord and tenant. Real property contracts, statute of fraud problems, real property mortgages, conveyancing, and adverse possession are also discussed.

Credit Hours: 4 | Prerequisite: None

CL661: Real Property II

This course is a continuation of CL660: Real Property I. The law governing all aspects of real property and the creation of rights is the focus of this course. Additional topics include ownership rights (including present estates), co-tenancy, future interests, and the relations between landlord and tenant. Real property contracts, statute of fraud problems, real property mortgages, conveyancing, and adverse possession are also discussed.

Credit Hours: 4 | Prerequisite: CL660

CL670: Civil Procedure I

Access to the U.S. court system is the focus of this course. Proper jurisdiction and venue (including long-arm statutes and minimum contacts) are covered in detail. Other topics include pleadings, joinder of parties and claims, class actions, discovery, summary judgment, directed verdict, res judicata, collateral estoppel, and the appeal process.

Credit Hours: 3 | Prerequisite: None

CL671: Civil Procedure II

This course is a continuation of CL670: Civil Procedure I. This course addresses the requirements of the civil litigation process in federal courts. These requirements come from the United States Constitution, federal statutes, and the Federal Rules of Civil Procedure. This course covers answers and amendments to complaints, choice of law, discovery, summary judgment, judgment as a matter of law, jury trials, preclusion, and touches on appellate review. As part of the course, you will draft an answer to a complaint, discovery requests, and a motion for summary judgment with a memorandum of law.

Credit Hours: 3 | Prerequisite: CL670

CL685: Criminal Procedure

This course focuses on the law governing the rights of the accused. The topics of arrest, search and seizure (Fourth Amendment), confession and self-incrimination (Fifth Amendment), police lineups, sentencing and the death penalty (Eighth Amendment), and the right to counsel (Fifth and Sixth Amendments) are covered in detail.

Credit Hours: 4 | Prerequisite: CL630 (can be taken as a corequisite)

CL700: Corporations and Business Organizations I

This course covers the area of law relating to artificial persons or legal entities, consisting of members acting with a common purpose. Particular emphasis is placed on the formation of the corporate unit, the sale of shares (including federal securities law), the operation and management of the corporation, and the law covering dividends, repurchases, and redemptions.

Credit Hours: 2 | Prerequisite: None

CL701: Corporations and Business Organizations II

This course is a continuation of CL700: Corporations and Business Organizations I. This course covers the area of law relating to artificial persons or legal entities, consisting of members acting with a common purpose. Particular emphasis is placed on the formation of the corporate unit, the sale of shares (including federal securities law), the operation and management of the corporation, and the law covering dividends, repurchases, and redemptions.

Credit Hours: 2 | Prerequisite: CL700

CL710: Evidence I

This course covers the substance of and means by which alleged matters of fact are proved or disproved in court. Central topics include the requirements for the introduction and impeachment of evidence, relevancy, character evidence, expert testimony, privileges, and hearsay. The course also covers the roles of judges and juries in the evaluation of evidence.

Credit Hours: 3 | Prerequisite: None

CL711: Evidence II

This course is a continuation of CL710: Evidence I. This course covers the substance of and means by which alleged matters of fact are proved or disproved in court. Central topics include hearsay, expert testimony, and privileges. The course also covers the roles of judges and juries in the evaluation of evidence, and key distinctions between the Federal Rules of Evidence and the California Evidence Code.

Credit Hours: 3 | Prerequisite: CL710

CL727: Legal Analysis and Writing

This course teaches you how to synthesize complex information, analyze and formulate strategy, predict outcomes, and advocate for a client. You will develop objective and persuasive writing skills and ethical values in legal writing. The course covers the client interview, letters and other communications, and a pretrial brief.

Credit Hours: 2 | Prerequisite: CL601

CL728: Advanced Legal Analysis and Writing - Regulatory and Transactional

This course teaches you how to analyze and write in legal and professional fields. You will develop skills and ethical values in analyzing issues using objective and persuasive writing. Course projects will provide instruction and practice in advanced writing skills that are useful to anyone in legal and professional fields, such as drafting an employment contract provision, advising a client, and analyzing a regulation or policy.

Credit Hours: 2 | Prerequisite: CL727

CL729: Advanced Legal Analysis and Writing - Litigation

This course gives you an opportunity to practice analysis and writing in the context of a variety of tasks in which litigators typically engage. You will develop skills and ethical values in formulating legal strategy; drafting legal documents to file with a court, including a brief; and presenting an oral argument.

Credit Hours: 2 | Prerequisite: CL727

CL730: Electronic Legal Research

This course focuses on research skills and techniques, including the use of an online library. You will learn to plan the research process, evaluate research resources, find relevant legal authorities, and evaluate the weight of authority.

Credit Hours: 2 | Prerequisite: None

CL735: Professional Responsibility

The law relating to the ethical standards that govern attorneys and judges is the focus of this course. It covers the ABA Model Rules of Professional Conduct, the ABA Model Code of Judicial Conduct, and some California Rules of Professional Conduct. The course will also include materials on professional conduct of the attorney, the role of a lawyer, the lawyer as an officer of the court, and the relationship of the lawyer to society.

Credit Hours: 2 | Prerequisite: JD only

CL740: Future of Law Practice

This course will explore emerging topics in law practice. Topics will include challenges and opportunities emerging in ethics, societal and legal industry change, and technology. Specific emphasis will be placed on application of the ABA Rules of Professional Responsibility to contemporary law practice. Skills emphasized in the course are research, analysis, communication, and business planning.

Credit Hours: 2 | Prerequisite: JD only; CL730

CL745: Cross Professional Ethics

This course focuses on fundamental, contemporary ethical questions in the practice of law and examines the basic premises underlying the lawyer-client relationship and some of the duties of lawyers including duties to clients, the public, the courts, and other professionals. It also compares the ethics of the legal profession with other professions. The course incorporates various forms of media to illustrate ethical dilemmas in everyday professional life, including presentations, web resources, and print media.

Credit Hours: 2 | Prerequisite: None

CL750: Estates, Wills, and Trusts I

This course covers the law of estates and trusts as applied in California and gives a general overview of how it applies in the rest of the country. Issues dealing with the validity and revocation of wills are examined in particular, as they may affect distribution of assets of an estate. In addition, the laws of express trusts (including creation and administration), charitable trusts, and consecutive trusts are covered.

Credit Hours: 2 | Prerequisite: None

CL751: Estates, Wills, and Trusts II

This course is a continuation of CL750: Estates, Wills, and Trusts I. This course covers the law of estates and trusts, including different types of trusts; the formation, modification, and termination of trusts; the rights of beneficiaries and creditors to trust assets; the duties of trustees; and the rights and remedies available to beneficiaries in the event of trustee breaches. Related topics such as powers of appointment and future estates are also addressed. In addition, the course will revisit wills topics addressed in CL750, examine the requirements for basic estate planning, and teach practical skills related to interviewing estate planning clients, planning estates, and drafting wills.

Credit Hours: 2 | Prerequisite: CL750

CL760: Community Property

This course covers the Law of Community Property and Division of Marital Assets in California. Specific topics include the characterization of property as separate or community, creditors' rights, third-party transfers, and the resolving of disputes upon the termination of a relationship or the death of a party.

Credit Hours: 2 | Prerequisite: None

CL761: Family Law Practicum

This course continues where CL 760 left off, incorporating practical community property and family law skills and concepts. Family law is a very common practice area for solo and small firm attorneys, particularly early in their careers, and there is a societal need for representation in this area, given that 80 to 90 percent of family law litigants are self-represented. Family law is at the intersection of law, social policy, and the most intimate of human relations, marriage and parentage. This course will explore topics including jurisdiction over the family, separation, dissolution, annulment, parenting time, parenting responsibility, child support, partner support, and domestic violence. Much of family law is policy driven and designed with a policy outcome in mind. This class will help you analyze legal policy to determine if, in application, it meets the policy goal. You will engage in practical exercises in the context of California law and procedure.

Credit Hours: 2 | Prerequisite: CL760

CL770: Remedies I

This course reviews both legal and equitable remedies, focusing on the underlying liability theories that give rise to the remedy and the remedy itself. Special attention is given to contract and tort remedies. Students will be exposed to the types of problems that they may encounter in law practice, with particular emphasis on ones that cross a variety of disciplines. Final papers are similar to the performance tests currently administered by the State Bar of California.

Credit Hours: 2 | Prerequisite: None

CL771: Remedies II

This course is a continuation of CL770: Remedies I. This course reviews both legal and equitable remedies, focusing on the underlying liability theories that give rise to the remedy and the remedy itself. Special attention is given to contract and tort remedies. Students will be exposed to the types of problems that they may encounter in law practice, with particular emphasis on ones that cross a variety of disciplines. Final papers are similar to the performance tests currently administered by the State Bar of California.

Credit Hours: 2 | Prerequisite: CL770

CL780: Capstone I

This course provides you with an effective means of integrating what you have learned over the course of your legal education, building on a strong substantive and skills foundation to make critical judgments about the law and policy as a practicing attorney. Special attention will be devoted to the skills necessary for success on the California Bar Examination. Through work with testing forms currently employed by the California Committee of Bar Examiners, you will refine your ability to analyze legal principles and express your thoughts in an appropriate legal fashion. This course will be graded pass/fail.

Credit Hours: 2 | Prerequisite: Fourth year JD only

CL781: Capstone II

This course is a continuation of CL780: Capstone I. This course provides you with an effective means of integrating what you have learned over the course of your legal education, building on a strong substantive and skills foundation to make critical judgments about the law and policy as a practicing attorney. Special attention will be devoted to the skills necessary for success on the California Bar Examination. Through work with testing forms currently employed by the California Committee of Bar Examiners, you will refine your ability to analyze legal principles and express your thoughts in an appropriate legal fashion. This course will be graded pass/fail.

Credit Hours: 2 | Prerequisite: CL780

CL801: Contract Drafting

A lawyer once said, "Legal drafting is legal thinking made visible." The drafter's work makes explicit the parties' understanding of the deal, but also fills the "gaps" sometimes left in contract negotiations and anticipates problems that might arise in the future. This course uses contract drafting to (1) exemplify the principles of contract law; (2) illustrate those principles in a planning context rather than a litigation context; and (3) develop the legal skills of reading, writing, and analysis. Through a series of readings and drafting exercises, you will learn to analyze and draft contracts that accomplish the particular needs and objectives of your client.

Credit Hours: 2 | Prerequisite: None

CL802: Business Planning and Skills Training - Practicum

This course focuses on the role of the lawyer as an advisor to closely held businesses and their owners. During the course, you will study and plan the formation, operation, and dissolution of a closely held business. You will receive the substantive knowledge you need to draft the documents required by the business.

Credit Hours: 4 | Prerequisite: CL700 and CL701 (can also be taken as a corequisite)

CL805: Federal Taxation

This course examines the fundamental concepts underlying the federal income tax system, with emphasis on its history and current operation. Major topics that will be explored include determination of gross income and deductions, timing issues, and disposition of property, with emphasis on taxation of the individual. You will gain an understanding of the research tools used by lawyers in analyzing taxation issues.

Credit Hours: 4 | Prerequisite: None

CL811: Administrative Law

This course provides an overview of administrative law and procedure, including the creation and authority of federal agencies and the ways that agencies exercise their authority to govern certain areas. It includes a review of agency rulemaking, investigation, and adjudicatory functions. It also includes judicial review of administrative agency actions. The assessments in the course give you hands-on opportunities to apply what you learn by completing projects on federal agencies in which you are interested and by addressing situations based on real agency actions.

Credit Hours: 4 | Prerequisite: None

CL813: Employment Discrimination

This course will focus on the federal statutory responses to the issues surrounding employment discrimination on the basis of age, disability, race, color, religion, sex, national origin, and alienage. In this context, you will examine the manner in which Congress and the federal courts have balanced the competing interests of preserving the rights to control private property with the nation's commitment to equal opportunity in employment. To that end, you will carefully examine the provisions of Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, religion, national origin, and sex, the nineteenth-century federal Reconstruction Civil Rights Acts, the Age Discrimination in Employment Act, and the Americans with Disabilities Act.

Credit Hours: 2 | Prerequisite: None

CL816: Immigration Law

Immigration law has a significant impact on individuals, families, businesses, nonprofits, and national security. Immigration intersects with employment, criminal, and family law. This course will prepare you for practical application of immigration law. You will learn about obtaining the various kinds of visas, permanent residency, grounds and process for removal and asylum, as well as the path to citizenship. You would benefit from taking Constitutional Law and Criminal Procedure before this course, but are not required to do so.

Credit Hours: 2 | Prerequisite: CL601

CL820: Intellectual Property

This is a survey course in the field of intellectual property law. Topics that are covered include examination of the statutory basis and rationale for protection of inventions (patents), creative works (copyright), and brands (trademarks). The course will include review of the processes involved in obtaining federal protection of intellectual property and the threshold criteria for qualifying for such protection. The enforcement of intellectual property rights will also be discussed, including where subject matter and personal jurisdiction may be found.

Credit Hours: 4 | Prerequisite: None | Corequisite: CL650 and CL670

CL821: Cyber Law

This broad survey course is designed to explore the legal, ethical, and technological issues involved in cyberspace. Topics will include: Internet history, policy development, governance, and regulation; jurisdiction; First Amendment and privacy; copyright and fair use; and trademark. The course lends itself to active discussion of issues. Discussion may require additional research and bluebook citation and, to promote active discussion, will have deadlines.

Credit Hours: 4 | Prerequisite: None | Corequisite: CL650 and CL661 recommended

CL822: Patent Law Fundamentals

This class focuses on the law relating to the procurement and enforcement of patent rights. The course begins with an examination of the statutory basis for patents and how that relates to the "patentability requirements." The patentability requirements are also discussed in the context of patent litigation, where a failure to meet the requirements can provide a defendant a way to invalidate a patent that is asserted against it. In this course you will gain a broad overview of the patent laws as interpreted by the U.S. Patent and Trademark Office and applied by the various federal courts (primarily the U.S. Court of Appeals for the Federal Circuit) that have exclusive jurisdiction to hear patent matters.

Credit Hours: 2 | Prerequisite: None

CL823: Patent Litigation

This course will focus on the law associated with enforcing patents through the U.S. district court system including the elements of the complaint (i.e., standing/jurisdiction, infringement, damages), issues arising in discovery (potential defenses), trial (the role of the judge and jury), and a potential appeal to the U.S. Court of Appeals for the Federal Circuit (CAFC).

Credit Hours: 2 | Prerequisite: CL820 or CL822, CL670, and CL671 (can also be taken as corequisites)

CL824: Patent Claim Drafting

This class will focus almost entirely on the law and rules associated with writing claims that pass muster at the U.S. Patent and Trademark Office. Such claims must be written to cover the invention and, at the same time, avoid the "prior art." Such claims should be of varying scope, commercially relevant, and stand up to validity challenges during litigation. This course will introduce you to sufficient principles regarding patent law to be able to understand the patent application prosecution process and write claims.

Credit Hours: 2 | Prerequisite: CL820 or CL822 (can also be taken as corequisites)

CL826: Cybersecurity Law

Cybersecurity law is a complex area of practice that is likely to expand and evolve. This course will provide insights into data security law, data breach notification laws, privacy law as it applies to cybersecurity, antihacking law, and government surveillance law. Laws discussed will include HIPAA, HITECH, FERPA, and GLBA. Skills practiced in this course will include writing, analysis, and research.

Credit Hours: 2 | Prerequisite: CL601

CL830: Health Law

This course introduces you to the legal issues involving the health care system and health care providers. Areas covered include licensing and discipline, informed consent, confidentiality, patient-professional relationships, liability of health care professionals and institutions, fraud and abuse, and beginning of life and end of life issues.

Credit Hours: 4 | Prerequisite: None

CL831: Medical Malpractice/Professional Liability

This course examines the duty of health care professionals and organizations to provide appropriate care by addressing specific tort issues, practice guidelines and standards, applicable regulations, and data bank issues.

Credit Hours: 2 | Prerequisite: CL830

CL833: Medical Products Liability

This course explores the legal aspects of health-related products liability, including medical devices, pharmaceuticals, and genetically engineered treatment modalities, plus relevant toxic tort issues. You will evaluate the current laws applicable to these areas and how they are applied through product liability claims and through administrative agencies like the U.S. Food and Drug Administration (FDA). The course will emphasize health law issues in products liability and will also cover aspects of administrative law. The course assessments provide you with some hands-on opportunities to apply what you learn in a "real-world" way by completing projects on the FDA and on litigation involving medical devices and pharmaceuticals and by drafting pleadings and a judicial decision to address hypothetical situations.

Credit Hours: 2 | Prerequisite: None

CL834: Risk Management in Health Care

This course explores various models and trends in risk management programs, along with their components. The course will focus on all forms of risk and risk management in health care environments, from initiation of care through completion of care.

Credit Hours: 2 | Prerequisite: CL830

CL836: Health Law Independent Study

This course affords you the opportunity to write a major paper on a health law topic. Papers will have to be original, be significant in length, and reflect a high level of research and thorough analysis of a topic. You will develop a thesis or prepare an expository piece on a particular area of health law.

Credit Hours: 2 | Prerequisite: CL830

CL840: Trial Advocacy - Theories, Tactics, and Techniques

This course introduces you to the fundamentals of the courtroom and oral advocacy. Interactive modules allow you to study the foundation of effective advocacy and to learn by doing. You are exposed to trial tactics and techniques including opening statements, direct and cross examinations, introduction of evidence, and closing arguments. You are assessed and receive feedback on your own performances via online video presentations. You must have access or arrange access to a webcam or other recording device that allows you to record videos online.

Credit Hours: 3 | Prerequisite: CL670 and CL671; CL710 and CL711 (can be taken as a corequisite)

CL841: ADR and Technology

ADR and Technology explores how technology can facilitate dispute resolution and problem solving. You will analyze online dispute resolution platforms that already exist, and you will have an opportunity to resolve disputes using those platforms. You first will be introduced to different traditional offline dispute resolution processes. You then will use and critically evaluate different audio, video, and text-based technologies that can assist in resolving disputes; become familiar with several existing dispute resolution software programs that are available commercially; study and discuss current literature concerning technology-mediated dispute resolution; and be expected to use video and audio technology to make a presentation to the entire class. You are expected to attend select live class sessions. You must have, or have ready access to, a web camera (webcam) as well as a sufficiently fast Internet connection to participate in a direct negotiation via webcam. You are also required to participate in dispute resolution simulations using email and instant messaging.

Credit Hours: 2 | Prerequisite: None

CL842: Oral Argument Training and Practice

This course covers effective oral argument and how to implement presentational skills in the context of how to argue a case before an appellate court. The skills, however, apply equally to (1) students who will argue a motion before a trial court and (2) students who never intend to practice law but, on occasion, need to speak before a group of people. You will analyze and apply legal principles and policy to a complicated fact pattern and improve your skills in organization and logical thinking. While there are written assignments, success in the course turns on two oral arguments, one on each side of the case. You will work with partners and on teams. The overarching goal of this course is "collaborative learning," and you will research, analyze, and plan arguments in "law firm" teams. This is an opportunity to work in cooperative groups toward a final collective goal.

Credit Hours: 2 | Prerequisite: None | Corequisite: CL730

CL843: Virtual Law Practice

Virtual law practice is a fact of operation for the vast majority of modern law firms; even law firms that would not be considered to be wholly virtual nonetheless incorporate components of virtual practice. This course will focus on the practical aspects of virtual law practice management, and the constituent technology inputs that make up such a practice, making this a useful overview if you wish to incorporate any aspect of virtual practice into what you will do. This course will also address ethical considerations, client acquisition tactics, staffing, data management, and the future of virtual law firms.

Credit Hours: 2 | Prerequisite: None

CL845: Administrative Advocacy

In this course, you will develop skills related to interviewing clients, presenting evidence, and making legal arguments at administrative hearings. You will participate in a mock hearing using a free video chat platform assigned by the professor. You will interact with your professor and fellow classmates by email, phone, and face-to-face using the video chat platform. You must have, or have ready access to, a web camera (webcam), a microphone, and a sufficiently fast Internet connection in order to participate in these interactions and in the mock hearing.

Credit Hours: 2 | Prerequisite: CL601

CL850: Education Law

Education Law provides you with an overview of key topics in the field by examining the constitutional principles, statutes, agency regulations, and judicial decisions that have shaped public and private education. The course will help you understand how these various sources of law affect schools and their students and staff. Topics include: foundational principles; school funding; employment issues; school liability; instruction and curricular issues; privacy rights and right-to-know laws; student and teacher rights in areas such as the First Amendment, discipline, discrimination, and religion; search, seizure, and interrogation; special education; other federal laws; and cutting-edge topics such as electronic speech, discipline for off-campus behavior, cyberbullying, strip searches, and education reform. The course uses a problem-based approach that allows you to apply what you learn by discussing and addressing real-world situations through various problems, activities, and assessments. You will also go outside of the classroom materials to gather information about how education law works in practice in your own state.

Credit Hours: 4 | Prerequisite: None

CL855: Special Education Law

Special Education Law provides you with an overview of key topics in the field by examining the statutes, agency regulations, and judicial decisions that have shaped special education. Topics include evaluations, eligibility, the meaning of a free and appropriate public education (FAPE), Individual Education Programs (IEPs), placement, least restrictive environment requirements, discipline, procedural safeguards, dispute resolution, Section 504/ADA, and remedies. The course will help you understand how the legal standards that govern these topics impact the services that schools must provide to students with disabilities. The course allows you to apply what you learn by discussing and addressing real-world situations through various problems and assessments. You will also go outside of the classroom materials to gather information about how special education law works in practice and in your state.

Credit Hours: 2 | Prerequisite: None

CL884: Legal Education Experience Program (LEEP)

The Legal Education Experience Program (LEEP) provides you with the opportunity to experience the law. You will apply your knowledge of the law and utilize your legal skills at a corporation, organization, government entity, law firm, or other setting. You will work with the Director of Externships to identify and obtain approval for an appropriate externship. You may take this course a second time for credit if you obtain a different externship. This course will be graded pass/fail.

Credit Hours: 2 | Prerequisite: Minimum 2.0 cumulative GPA

CL890: Independent Study

This course requires you to design and execute a research project that generally will result in a paper of at least 30 pages. If you are considering this elective, you should review the Independent Study Request Form for further information on the expectations for student work in the course and the process for getting approval of an independent study project. You may take this course a second time for credit if you get approval for a different independent study project.

Credit Hours: 2 | Prerequisite: Preapproval via Independent Study Request Form, cumulative GPA requirement. | Corequisite: CL727

CL892: Independent Study

This course requires you to design and execute a research project that generally will result in a paper of at least 60 pages. If you are considering this elective, you should review the Independent Study Request Form for further information on the expectations for student work in the course and the process for getting approval of an independent study project. You may take this course a second time for credit if you get approval for a different independent study project.

Credit Hours: 4 | Prerequisite: Preapproval via Independent Study Request Form, cumulative GPA requirement | Corequisite: CL727

CL894: Moot Court - Honors Program

In this course, selected third- or fourth-year JD students have an opportunity to participate in external moot court competitions in order to hone written and oral advocacy skills. Competitions selected may change from year to year.

Credit Hours: 4 | Prerequisite: CL729 and selection by faculty

CL900: First-Year Intensive (FYI)

First-Year Intensive (FYI) is an extensive program designed to prepare students for the First-Year Law Students' Exam (FYLSE). The course is a full review of the substantive law covered on the FYLSE, together with lectures on the techniques necessary to succeed on the exam. Finally, this course also contains extensive practice materials to allow you to hone the necessary skills needed to successfully complete the exam.

Credit Hours: 0 | Prerequisite: JD only

CL950: Second Time Success

The Second Time Success (STS) program is designed to help you focus your studying as you prepare to retake the First-Year Law Students' Exam. In addition to individual feedback and support, STS is centered on a series of live seminars. The first seminar reviews your experiences in preparing for the FYLSE and discusses strategies for overcoming obstacles to preparedness. STS also includes lectures and written assignments from the Concord First course and concludes with FYLSE seminars which begin approximately one month prior to the exam.

Credit Hours: 0 | Prerequisite: None

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FACULTY

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College of Social and Behavioral Sciences

Adams, Beverly

MSW, Florida State University

Aleem, Yasmeen

MS, Illinois State University

Alexander, Gary T.

PhD, Capella University

Ammer, Mark

MA, Roosevelt University

Anderson, Thomas

MS, University of Cincinnati

Anderson, Barbara

DSW, University of Tennessee

Araujo, Katia

PsyD, Nova Southeastern University

Arnold, Victor

MA, Western Illinois University

Atkin, Suzanne

MS, Portland State University

Atkins, Ramona

JD, Western State University College of Law

Ayala, Chrystal

MS, Florida Institute of Technology

Ayers, James

MA, Central Michigan University

Bachman, Joleen

PhD, Union Institute & University

Bailey, Nancy

PhD, Capella University

Balawejder, Teresa

MS, Saint Joseph's University

Baldin, Valerie

PhD, Texas Tech University

Barnes, William

JD, Baylor School of Law

Barnett, Sara

MS, Mercy College

Barrett, Deborah

MS, University of North Florida

Barrett, Karlene

PhD, Walden University

Bashore, Thomas

MA, Bellevue University

Bass, Christina

MEd, Strayer University

Battista, Ludmila

MA, Montclair State University

Baughman, Patricia

MA, Mercer University

Beath, Melanie

MA, Alliant International University

Bennett, Rondell

EdD, Northcentral University

Berger, Brandi

MA, La Salle University

Berman, Erin

MS, Radford University

Bermingham, John

JD, Catholic University of America

Bernholdt, Erik

MS, Lewis University

Berry, Diane

JD, University of Wisconsin

Berry Austin, Kitty

MS, Indiana State University

Berube, John

JD, University of Maine

Beyrer, Andrew

MSW, Barry University

Bilodeau, Daniel

MS, Lewis University

Bingaman, Aaron

MEM, University of Richmond

Bishop, Janice

MS, Portland State University

Black, Andrew

JD, Valparaiso University

Blackman, Gabrielle

PhD, George Mason University

Block, Sara

JD, Loyola University of Chicago

Boling, Rachel

MS, East Carolina University

Bondanza, David

JD, Quinnipiac University

Boone, Kelly

EdD, Nova Southeastern University

Bowman, Michelle

JD, John Marshall Law School

Bradley, Juliet

PhD, University of Delaware

Brady, Patrick

PsyD, Our Lady of the Lake University

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MEd, University of South Alabama

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MEd, Florida Atlantic University

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PhD, Capella University

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MPA, University of Central Florida

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MS, Capella University

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Budzinski, Jessica

MSW, University of Michigan

Bugda, Gena

MS, Nova Southeastern University

Bunger, Amy

MS, Capella University

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MA, Anna Maria College

Cal, Rosanna

JD, Inter American University of Puerto Rico

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MS, Ferris State University

Callaway, Stacey

JD, West Virginia University College of Law

Camp, Jamie

MS, Towson University

Campbell, Terry

MPA, University of Arkansas at Little Rock

Campbell, William

DPA, Nova Southeastern University

Capalbo, Valerie

MSW, SUNY University at Albany

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PhD, Bowling Green State University

Carlin, Timothy

JD, University of Dayton

Carone, Gary

MS, Eastern Michigan University

Carotti, Corrina

MS, Florida Institute of Technology

Catron, Laura

JD, Gonzaga University

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PhD, Saybrook Graduate School and Research Center

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JD, New England School of Law

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MEd, Pennsylvania State University

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PhD, University of Kansas

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MS, Capella University

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JD, Pace University

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EdS, Troy University

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MPA, University of North Carolina at Pembroke

Cohen, Nichola

PhD, University of Durham

Collins, Mary

PhD, Argosy University

Contino, Gregory

MS, Jacksonville State University

Cooper, Himilse

MS, Florida International University

Cooper, Robin

MSW, Barry University

Cooper-Lucas, Lisa

EdD, Argosy University

Craft, Jackie

PhD, Liberty University

Craig, Clyde

LLB, Saint Louis University

Craig, Brian

JD, University of Idaho

Crawford, Marsha

MEd, Wright State University

Cresap-Blomquist, Candace

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Crockett, Hamaria

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Crush, Deborah

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Cruz, Yulema

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Tel: 844-PURDUE-G (Toll Free)

12650 Ingenuity Drive
Orlando, FL 32826
Tel: 844-PURDUE-G (Toll Free)

Office for Returning Students
Tel: 844-PURDUE-G (Toll Free)

Online Support Centers

1515 Cypress Creek Road
Fort Lauderdale, FL 33309

And

550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Tel: 866.522.7747 (Toll Free)
Email: techsupport@purdueglobal.edu

Office of the Registrar

550 West Van Buren Street, 7th Floor
Chicago, IL 60607
Fax: 800.582.9261 (Toll Free)

Concord Law School

Tel: 866.522.7747 (Toll Free)
Fax: 800.506.8667

TTY User Contact Information

TTY users may dial 711 from their TTY phone, at no charge, to be connected with a Telecommunications Relay Services (TRS) Operator who will assist with the call. For more information regarding 711, visit <http://www.fcc.gov/guides/711-telecommunications-relay-service>.

Campuses

When confirming accreditation, please note that Purdue University Global's main campus is located in Indiana.

Main Campus

Indiana

Indianapolis

9000 Keystone Crossing, Suite 800
Indianapolis, IN 46240
Tel: 317.208.5311

Additional Campus

Nebraska

Omaha

5425 North 103rd Street
Omaha, NE 68134
Tel: 402.431.6100

Learning Centers

Iowa

Cedar Falls

7009 Nordic Drive
Cedar Falls, IA 50613
Tel: 319.277.0220

Cedar Rapids

3165 Edgewood Parkway, SW
Cedar Rapids, IA 52404
Tel: 319.363.0481

Davenport

1801 East Kimberly Road, Suite 1
Davenport, IA 52807
Tel: 563.355.3500
Tel: 800.747.1035 (Toll Free)
Fax: 563.355.1320

Des Moines

4655 121st Street
Urbandale, IA 50323
Tel: 515.727.2100

Mason City

Plaza West
2570 4th Street, SW
Mason City, IA 50401
Tel: 641.423.2530

Maine

Augusta

14 Marketplace Drive
Augusta, ME 04330
Tel: 207.213.2500

Lewiston

475 Lisbon Street
Lewiston, ME 04240
Tel: 207.333.3300
Tel: 800.488.2190 (Toll Free)
Fax: 207.333.3305

Maryland

Hagerstown

18618 Crestwood Drive
Hagerstown, MD 21742
Tel: 800.422.2670 (Toll Free)
Tel: 301.766.3600

Rockville

1390 Piccard Drive, Suite 100
Rockville, MD 20850
Tel: 301.258.3800

Missouri

St. Louis

1807 Park 270 Drive
St. Louis, MO 63146
Tel: 314.205.7900

Nebraska

Lincoln

1821 K Street
Lincoln, NE 68508
Tel: 402.474.5315

Wisconsin

Milwaukee

201 West Wisconsin Avenue
Milwaukee, WI 53203
Tel: 414.223.2105

Purdue University Global Military Affairs

Military Affairs

Tel: 866.210.5233 (Toll Free)

Teaching Location for Military Personnel

Fort Bliss Education Center

ATTN: Purdue University Global
641 Taylor Road, Rm #6
Fort Bliss, TX 79916
Tel: 915.881.3258

OWNERSHIP

Purdue University Global, Inc., is an Indiana public benefit corporation controlled by its sole member, The Trustees of Purdue University, a statutory body corporate that manages and conducts Purdue University, the State of Indiana's land-grant university. Purdue Global operates as a public postsecondary state educational institution affiliate pursuant to IC 21-7-13-26.5(a).

ADDITIONAL REFERENCES

- Sexual Misconduct Policy (https://www.purdueglobal.edu/sexual-misconduct-policy_ada.pdf)
- Statement of Ethical Principles (https://www.purdueglobal.edu/pg_employee_code_of_conduct_ada.pdf)

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<https://www.purdueglobal.edu/catalog-state-approval-grid.pdf>

Program Offerings by Location Grid

<https://www.purdueglobal.edu/catalog-campus-availability-grid.pdf>

Transcript Key Supplement

http://catalog.purdueglobal.edu/policy-information/academic-information/transcripts-certifications-transfer-credits/Transcript_Key_Supplement_PG_ADA.pdf

Purdue Global Tuition and Fees

<https://www.purdueglobal.edu/tuition-financial-aid/tuition-reduction/>

Purdue Global Hardware/Software Requirements

<http://www.purdueglobal.edu/admissions/student-technology-requirements.aspx>

Purdue Global Calendars

<http://catalog.purdueglobal.edu/policy-information/academic-information/calendar/>

Concord Tuition and Fees

<http://www.concordlawschool.edu/Tuition.aspx>

Concord Hardware/Software Requirements

<https://www.concordlawschool.edu/admissions/technical-requirements>

Concord Calendar

<http://catalog.purdueglobal.edu/concord-law-school/policy-information/academic-information/>