South University

2007 - 2008 CATALOG
VOLUME XIX

COLUMBIA, SOUTH CAROLINA
MONTGOMERY, ALABAMA
SAVANNAH, GEORGIA
TAMPA, FLORIDA
WEST PALM BEACH, FLORIDA
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South University is an equal opportunity university open to any qualified individual without regard to race, religion, sex, age, color, national or ethnic origin, or disability. Pursuant to all applicable state, local or federal anti-discrimination laws and regulations, South University does not discriminate against any of the protected categories of individuals in the administration of its policies, programs or activities. This non-discriminatory policy includes admission policies, scholarship and loan programs, employment practices, and all other university-administered programs.

(Alternative formats of this publication are available upon request. This catalog is also available online (www.southuniversity.edu) and on CD. For more information on alternative formats, contact the Dean of Student Affairs.)

THE SOUTH UNIVERSITY CATALOG

This catalog is an information book and reference guide dealing with nearly every aspect of the University, its policies, facilities, academic programs, course offerings, services, and faculty. This catalog becomes effective at the opening of the summer quarter 2007, and students are subject to the rules and regulations of the current catalog regardless of their original quarter of enrollment.

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

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

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

All academic information in this catalog applies to the Savannah, Montgomery, Tampa, West Palm Beach, and Columbia campuses unless stated otherwise.
GENERAL INFORMATION

HISTORY

South University traces its heritage to 1899 when Dr. John Draughon established Draughons Practical Business College in Savannah. The school’s early years and adolescence were marked by relocation and expansion. From 1899 through 1974, the institution was housed at four different addresses. The school was originally located in the Masonic Lodge that stood on the northeast corner of Liberty Street and Whitaker Street. The college moved to the Georgia State Savings Building in 1914, then moved to the Lamas Building in 1921 and remained at that location until 1956. Between 1956 and 1974, the institution resided in the Atlantic Mutual Building before returning to its original neighborhood on the west side of downtown Savannah.

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

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

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

In January 2002, South University christened its fourth campus, located in Columbia, South Carolina, which was formerly Columbia Junior College. Later in 2002, South University
announced plans to open a School of Pharmacy on the Savannah campus and offer a Doctor of Pharmacy degree. In December 2002, South University was accredited to award doctoral degrees. In a span of seven years, the school had transformed itself from a two-year college granting associate’s degrees and certificates into a four-year university with four campuses, multiple bachelor’s and master’s degree programs and the ability to offer doctoral degrees.

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

In 2004, South University’s expansion continued into web-based instruction with the introduction of online bachelor’s degrees in Business Administration and Information Technology. In 2005, South University added bachelor of science degree in Healthcare Management, Nursing, and Criminal Justice to the online program. New online degrees begin on a regular basis.

In 2006, South University opened its fifth campus with the introduction of the Tampa, FL campus. In addition, the University launched four online master’s degree programs, the first in the University’s history. These include the Master of Business Administration (MBA), the Master of Business Administration in Healthcare Administra-
students a philosophy that values not only learning and professionalism but also contribution and commitment to the advancement of community.

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

**PROGRAMS**

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

Programs not available at all five campuses are identified accordingly.

**DEGREE PROGRAMS**

**Doctoral degrees:**
- Doctor of Pharmacy

**Master’s degrees:**
- Anesthesiologist Assistant
- Physician Assistant
- Professional Counseling
- Master of Business Administration
- Master of Business Administration – Healthcare Administration
- Master of Business Administration – Human Resource Management
- Master of Science in Nursing
- Master of Science, Criminal Justice

**Bachelor’s Degrees:**
- Business Administration
- Criminal Justice
- Graphic Design
- Health Science
- Healthcare Management
- Information Technology
- Legal Studies
- Nursing
- Psychology
- RN to BSN Completion Program

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

**Degree Programs by Locations And Online**

**SAVANNAH, GA., USA**

**Doctoral Degrees:**
- Doctor of Pharmacy

**Master’s Degrees:**
- Anesthesiologist Assistant
- Physician Assistant
- Professional Counseling
- Master of Business Administration
• Master of Business Administration  
  – Healthcare Administration  
• Master of Science, Criminal Justice  
• Master of Science, Nursing  

**Bachelor’s Degrees:**  
• Business Administration  
• Criminal Justice  
• Healthcare Management  
• Health Sciences  
• Information Technology  
• Legal Studies  
  – (also available partially online)  
• RN to BSN Completion Program  

**Associate’s Degrees:**  
• Business Administration  
• Information Technology  
• Medical Assisting  
• Paralegal Studies  
  – (also available partially online)  
• Physical Therapist Assisting  

**COLUMBIA, SC., USA**  

**Master’s Degrees:**  
• Professional Counseling  
• Master of Business Administration  
• Master of Business Administration  
  – Healthcare Administration  

**Bachelor’s Degrees:**  
• Business Administration  
• Criminal Justice  
• Healthcare Management  
• Information Technology  
• Legal Studies  
• RN to BSN completion program  

**Associate’s Degrees:**  
• Business Administration  
• Graphic Design  
• Information Technology  
• Medical Assisting  
• Paralegal Studies  

**MONTGOMERY, AL., USA**  

**Master’s Degrees:**  
• Professional Counseling  
• Master of Business Administration  
• Master of Business Administration  
  – Healthcare Administration  

**Bachelor’s Degrees:**  
• Business Administration  
• Criminal Justice  
• Healthcare Management  
• Information Technology  
• Legal Studies  

**Associate’s Degrees:**  
• Business Administration  
• Information Technology  
• Medical Assisting  
• Paralegal Studies  
• Physical Therapist Assisting  

**TAMPA, FL., USA**  

**Bachelor’s Degrees:**  
• Business Administration  
• Health Science  
• Nursing  

**WEST PALM BEACH, FL., USA**  

**Master’s Degrees:**  
• Professional Counseling  
• Master of Business Administration  
• Master of Business Administration  
  – Healthcare Administration  

**Bachelor’s Degrees:**  
• Business Administration  
• Criminal Justice  
• Graphic Design  
• Health Science  
• Healthcare Management  
• Information Technology  
• Legal Studies  
• Nursing (including RN to BSN Completion Program)
Associate’s Degrees:
• Business Administration
• Graphic Design
• Information Technology
• Paralegal Studies
• Physical Therapist Assisting

Academic programs, course offerings, and scheduling are subject to change at the discretion of the institution.

Specific information and policies related to the Pharmacy, Physician Assistant, Anesthesiologist Assistant, Nursing, and Physical Therapist Assisting programs can be found in the manuals for those programs and supersede the general information published in the University catalog.

STUDENT RIGHT TO KNOW STATEMENT

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

ACCREDITATION AND AFFILIATIONS

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

South University is accredited by the Commission on Colleges, Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 404-679-4501) to award associate’s, bachelor’s, master’s and doctoral degrees.

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

The South University, West Palm Beach campus is licensed to confer master’s, bachelor’s and associate of science degrees through the Commission for Independent Education, Florida Department of Education, 325 W. Gaines St., Ste 1414, Tallahassee, FL 32399 (850-245-3200 or www.firm.edu/doe/cie). This campus is approved for training veterans and other eligible individuals by the State of Florida Department of Veterans’ Affairs, Division of Veterans’ Benefits and Assistance, Bureau of State Approving for Veterans’ Training.

The South University, Montgomery campus is chartered as an educational institution in the state of Alabama, and is authorized under Act Number 2004-282, Regular Session, Alabama Legislature, 2004, to conduct programs within the state of Alabama. The University is authorized by the State Approving Agency to train veterans under chapters 31, 34, and 35.
The South University, Columbia campus is licensed by the South Carolina Commission on Higher Education to award master’s, bachelor’s and associate’s degrees (1333 Main Street, Suite 200, Columbia, SC 29201, (803-737-2260). The South University Columbia campus is chartered by the State of South Carolina and approved by the South Carolina Commission on Higher Education (Veterans Education Section) for the training of veterans and other eligible persons.

The South University, Tampa campus is licensed to confer bachelor’s degrees through the Commission for Independent Education, Florida Department of Education, 325 W. Gaines St., Ste 1414, Tallahassee, FL 32399, (850-245-3200 or www.firm.edu/doe/cie). This campus is approved for training veterans and other eligible individuals by the State of Florida Department of Veterans’ Affairs, Division of Veterans’ Benefits and Assistance, Bureau of State Approving for Veterans’ Training.

Various programs have earned programmatic accreditation:

The Medical Assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Curriculum Review Board of the American Association of Medical Assistants Endowment (AAMAE). Commission on Accreditation of Allied Health Education Programs, 35 East Wacker Drive, Suite 1970, Chicago, IL 60601-2208, (312) 553-9355

The Associate of Science in Paralegal Studies and the Bachelor of Science in Legal Studies programs are approved by the American Bar Association, 541 North Fairbanks Court, Chicago, IL 60611; 312-988-5616, as legal assistant education programs.

In 2002, the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association, 1111 North Fairfax St., Alexandria, Virginia, 22314; 703-684-2782, voted to award accreditation to the Physical Therapist Assisting education program at South University for a period of 10 years.

The bachelor’s degree program in Nursing at the West Palm Beach campus is accredited by the Commission on Collegiate Nursing Education (CCNE), One Duport Circle, NW, Suite 530, Washington DC 20036-1120; 202-887-6791; www.aacn.nche.edu.

Accreditation of the Physician Assistant program has been granted by the Accreditation Review Commission on Education for the Physician Assistant Inc. (ARC-PA), 1000 North Oak Avenue, Marshfield, WI 54449-5788; 715-389-3785.

Full accreditation status was granted to the South University Doctor of Pharmacy program by the Accreditation Council for Pharmacy Education (www.acpe-accredit.org), 20 North Clark Street, Suite 2500, Chicago, IL 60602-5109, (312) 664-3575. It was effective July 1, 2006.
The Anesthesiologist Assistant program has received initial accreditation for the maximum five-year period beginning in January 2005 from the Commission on Accreditation of Allied Health Educational Programs (CAAHEP) through their Accreditation Review Committee for Anesthesiologist Assistant Programs (ARC-AA). ARC-AA in care of CAAHEP, 35 E. Wacker Drive, Suite 1970, Chicago, IL 60601; 312-553-9355.

The University is a member of numerous professional organizations including the following:

- Alabama Association of Private Colleges and Schools
- Alabama Association of Student Financial Aid Administrators
- American Association of Colleges of Pharmacy
- American Association of Collegiate Registrars and Admissions Officers
- American Association of Medical Assisting
- American Association for Paralegal Education
- American Association of Physicians Assistants
- American Council on Pharmaceutical Education
- American Library Association
- American University Personnel Association
- Association of Physician Assistant Programs
- The Association of University Programs in Health Administration
- Career College Association
- Carolina Association of Collegiate Registrars and Admissions Officers
- Chamber of Commerce of the Palm Beaches
- Florida Association of Student Financial Aid Administrators
- Florida Career College Association
- Florida Career Professionals Association
- Florida Library Association
- Georgia Association of Physicians Assistants
- Georgia Association of Collegiate Registrars and Admissions Officers
- Georgia Association of Student Financial Aid Administrators
- Greater Columbia Chamber of Commerce
- Library and Information Resources Network
- Montgomery Area Chamber of Commerce
- National Association of Legal Assistants
- National Association of Student Financial Aid Administrators
- Palmetto Paralegal Association
- Paralegal Association of Florida, Inc.
- Professional and Organizational Development Network in Higher Education
- Savannah Area Chamber of Commerce
• South Carolina Association of Student Financial Aid Administrators
• Southeastern Library Network
• Southern Association of Collegiate Registrars and Admissions Officers
• Southern Association of Student Financial Aid Administrators

THE CAMPUSES

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

Classes at South University are offered days, evenings and Saturdays. Student schedules will vary according to their individual courses of study. On all South University campuses, student amenities such as a student lounge, with vending machines are provided. On each campus the university book store is open daily for the purchase of textbooks and supplies.

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

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

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

South University’s campuses, under the direction of its five campus presidents, also strive to create a comfortable atmosphere and foster familiar relationships between the students and the faculty and staff. In addition to a faculty that is committed to establishing a rapport with students in the classroom, there are staff members on each South University campus that are attuned to student needs outside of the classroom and dedicated to providing positive and engaging campus activities. Instructors make time to be available to assist students with aca-
demic questions, and faculty and staff members work with students as academic advisors to be sure that each South University student is on the right track for graduation.

**Savannah**

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

In 2002, South University announced the establishment of the South University School of Pharmacy on the Savannah campus, offering the University’s first doctoral degree and becoming the first university or college in Savannah to offer a health professions doctorate. The School of Pharmacy on the west lawn was added in 2003.

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

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

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

The South University, Savannah library provides comfortable seating and study space for students, wireless capabilities for laptop network connectivity, and reference and interlibrary loan services. The open-stack book collection provides access to reference, reserve, and circulating materials, program specific resources to support class assignments, tutorial aides, and current events and recreational reading. The periodical collection also supports the curricula; authoritative
major-related journal coverage is available in both print and electronic formats. The adjoining research center, furnished with eighteen computer work-stations, offers students access to the Internet, online database services, an office suite, tutorials and class-support software. The library is easily available to the student body, being situated near the center of the campus. Students are encouraged to use libraries as an integral part of their life-long learning program.

Montgomery

The South University Montgomery campus is located on the rapidly growing east side of Alabama’s capital city. As the state capital, Montgomery is a hub of government, banking and law as well as one of the state’s cultural and entertainment centers. Montgomery is situated in the middle of the southeastern states, less than a three hour drive from Atlanta, Birmingham and the Gulf of Mexico.

In 2003, South University, Montgomery moved into a modern 26,000-square-foot building on a 3.75-acre campus. The two story building includes computer and health professions labs, comfortably out-fitted classrooms, a student center and a bookstore as well as faculty and administrative offices. The building is also equipped with advanced safety and security systems.

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

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

South University, Montgomery became a part of South University in 1997 and has been part of the post-secondary education community in Montgomery since 1887. Like all of South University’s campuses, the Montgomery campus is designed to accommodate the varying needs of its student body.
Tampa

The South University Tampa campus was opened in June 2006 and is the institution’s second campus in the state of Florida. Centrally located in one of Florida’s fastest growing communities, the campus is equipped with computer labs and medical laboratories for use by students pursuing degrees in Health Science and Nursing.

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

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

West Palm Beach

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

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

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

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

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

Columbia

The South University Columbia
campus of has a diverse student body
enrolled for both day and evening
class schedules. The wide range of
academic offerings at South Univer-
sity, Columbia serves students with a
variety of interests, providing for an
engaging mix of backgrounds which
enhance the classroom experience.
Likewise, the faculty and staff of South
University, Columbia bring with them a
multitude of experience and perspec-
tives which, when combined with their
energy and dedication, make for a
dynamic team serving the student
community.

South University’s Columbia cam-
pus relocated to the Carolina
Research park in northeast Columbia
in fall 2006. The campus features spa-
cious classrooms, multiple computer
labs, fully-equipped medical lab, and
student lounge

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

The library at South University,
Columbia provides a pleasant environ-
ment where students may work,
research, study and receive reference,
technical, and interlibrary loan assis-
tance from a capable library staff. The
book collection provides access to ref-
ERENCE, reserve, and circulating mate-
rials, program specific resources to
support class assignments, tutorial
aides, and current events and recre-
ational reading. The periodical collec-
tion also supports the curricula;
authoritative major area of study-
related journal coverage is available in
both print and electronic formats. The
Academic Learning Center is also
located in the library, giving students a
quiet environment to study and receive
assistance.

South University, Columbia stu-
dents have access to a full array of
computer technology, with resources
dedicated solely to the online catalog
for students requiring immediate and
brief contact with that resource. For
students with more in-depth research
needs, the library offers several net-
worked multimedia computers equipped with Internet access, the online library catalog, and the electronic data-bases to which the University subscribes. The library is becoming a more and more visible entity on campus, and it serves as a strong foundation of the institution, fostering a sense of place where educational and personal exploration can flourish.
Applications for general admission to the Tampa campus should be sent to:
- Director of Admissions
- South University
- 4401 North Himes Avenue
- Tampa, FL 33614

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

Applications for general admission to the Montgomery campus should be sent to:
- Director of Admissions
- South University
- 5355 Vaughn Road
- Montgomery, Alabama 36116

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

Applications for admission to the Physician Assistant, Anesthesiologist Assistant and Doctor of Pharmacy programs should be directed to those specific programs. Admissions procedures and requirements related specifically to these programs can be found in this section of the catalog, in
the individual handbooks for these programs, and online at www.southuniversity.edu.

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

The following steps must be completed before a final decision for admission may be reached and the student is allowed to register:

1. Submit the application form with appropriate fee.
2. Submit acceptable transcripts (including verifiable faxed transcripts) from all high schools and colleges attended. Official transcripts must be submitted by mid-quarter of the quarter in which the student enrolls to avoid penalty.
3. Complete all tests administered by the University or submit SAT, or ACT scores to the registrar's office. All documents submitted to the University become its property and will not be returned. After receipt of the application form, the University will schedule a date for the administration of tests and notify the applicant. Upon completion of the above steps, each applicant will receive written notification of the action taken by the admissions office.

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

**GENERAL ADMISSION REQUIREMENTS**

To be admitted to any of the programs at South University, including online programs, the prospective student must be a high school graduate or the equivalent (e.g., GED) and submit a minimum combined SAT I score of 830, a combined ACT score of 17, or a satisfactory score on the University-administered admissions examination (see the Admissions Office) or meet the criteria established for acceptance as a transfer student. South University accepts the International Baccalaureate Program diploma as meeting the requirement for high school graduation.

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

**Academic Support Admission**

Applicants not meeting the testing standards for general admission can be accepted under academic support admission by submitting a minimum combined SAT I score of 660, a combined ACT score of 14, or a satisfactory score on the University-administered admissions examination.

Students submitting the university administered admission test such as the Accuplacer exam must have minimum section scores as well. The Office of Admissions can inform students of those requirements.
Applicants may not take the University-administered admissions examination more than twice in a 30-day period, nor more than three times in a 12 month period. Applicants who do not pass all sections of the test on the first attempt may retake the entire test or only those sections not passed.

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

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

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

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

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

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

**Academic Placement Tests**

Placement tests in algebra and English are administered to determine if a student needs additional preparation in either of these areas. If a need is indicated, the student must enroll in the required course(s) in the first quarter in which scheduling the required course(s) is practical. All students who do not meet the criteria below must take placement tests during the admissions process unless they are transfer students. Students being admitted on the basis of SAT or ACT
will be exempt from taking the related placement test if they meet the following criteria:

Exempt from MAT0099, Principles of Algebra or ENG0099, Principles of Composition is based on the following:

<table>
<thead>
<tr>
<th>Course</th>
<th>ACT Math</th>
<th>SAT Math</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 0099</td>
<td>≥ 14</td>
<td>≥ 400</td>
</tr>
<tr>
<td>ENG 0099</td>
<td>≥ 14</td>
<td>≥ 430</td>
</tr>
</tbody>
</table>

Transfer students must take the appropriate placement test(s) if they are not exempt from either MAT0099 and/or ENG 0099. Transfer students may be exempted from developmental courses in the following ways:

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

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

The following criteria apply to all university administered academic placement tests:

1. A maximum of three attempts at the same academic placement test may be taken within a calendar year.

2. Students must complete all Academic Placement Tests prior to attending any class at the University. No placement tests will be given after a student has attended any South University class.

**Personal Enrichment Enrollment**

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

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

ADMISSION OF TRANSFER STUDENTS

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

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

JOINT ENROLLMENT FOR HIGH SCHOOL STUDENTS

Through this program for outstanding high school seniors, students may pursue collegiate course work while completing their high school requirements. Students accepted into this program will be allowed to enroll part-time or full-time at the university, provided they meet course prerequisites and receive permission from their high school principal or counselor.

Students may forfeit the privilege of the program if they receive a grade below a C in their collegiate course work or if their high school average falls below a B. To be considered for this program, a student must satisfy all of the following criteria:
1. Provide a written recommendation from the principal or counselor.
2. Have the written consent of a parent or guardian.
3. Complete the eleventh grade prior to application.
4. Attain a satisfactory score on the ACT or SAT, or on the University entrance exam.
5. Achieve a minimum grade point average of 3.0 in high school work completed.

Further information about this program can be obtained through the admissions office or registrar’s office.
READMISSION OF FORMER STUDENTS

Students who previously attended South University but who have not been enrolled for one year or longer may be readmitted without retesting for admission, but must apply for readmission and pay a readmission fee of $25. If they were enrolled at other colleges during their absence, transcripts of course work taken must be sent to South University. Applications for readmission should be submitted at least one month before the beginning of the quarter the student plans to return. A candidate for readmission must either demonstrate that they already meet the entrance test requirement for admission in effect at the time of readmission or retest to achieve that minimum entrance score. However, a student seeking readmission whose prior record indicates entrance scores below the current standard but who has attempted 36 or more credits, has a minimum cumulative GPA of 2.50, and has a completion rate of 65 percent of the hours attempted, will be readmitted on the basis of the previous enrollment and will not be required to submit new entrance test scores. Former online students should submit an application for readmission at https://www.southuniversity-online.com/gettingstarted/readmissions.asp

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

ADMISSION OF INTERNATIONAL STUDENTS

All international applicants to South University must meet the same admissions standards as all other students. Additionally, international students must demonstrate competence in the English language by submission of a minimum score of 550 on the written/213 on the computer-based Test of English as a Foreign Language (TOEFL), or one of the following to demonstrate the equivalent level of English proficiency.

<table>
<thead>
<tr>
<th>Alternative To TOEFL</th>
<th>Associate/ Bachelor</th>
<th>Graduate Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACT English</td>
<td>19</td>
<td>21</td>
</tr>
<tr>
<td>SAT Verbal (Reading)</td>
<td>500</td>
<td>540</td>
</tr>
</tbody>
</table>

Undergraduate students may also satisfy the minimum standard of English language proficiency by submitting:

- Proof of successful completion of a minimum of two semesters or quarters of post-secondary course-work in which English is the language of instruction – minimum term GPA of 2.00 each.
- Satisfactory completion of transferable English 101 or 102 courses (or their equivalent) at an English speaking college or university within the USA.
Admissions Requirements for Non-Immigrant Students

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

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

Additional fees may also be required for international students.

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

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

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

**COLLEGE BOARD ADVANCED PLACEMENT (AP) EXAMINATIONS**

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

Since there is major overlap in course content between the two English AP exams, the awarding of AP credit in English will be treated separately from that of other disciplines as follows:

1. If a student receives a score of “3” or “4” on either English AP exam, credit will be awarded for English 101 or its equivalent (four quarter-hour credits);
2. If a student receives a score of “3” or “4” on both English AP exams, or a “3” on one and a “4” on the other, credit will be awarded for English 101 and 102 or their equivalents (eight credits);
3. If a student receives a score of “5” on either or on both English AP exams, credit will be awarded for English 101 and 102 or their equivalent (eight credits).

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

**CREDIT BY EXAMINATION**

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

If CLEP or Dantes examinations do not exist for the course, the vice president for academic affairs, in consultation with the Dean of the school overseeing the course, is the final authority on whether or not a course may be exempted through the examination process. Department chairs select the examinations to be used. To be eligible to earn credit the student must:

1. Submit a written request to the campus dean of academic affairs.
2. Verify that he or she has not previously taken the course at South University.
3. Verify that he or she is not currently enrolled in the course at South University.
4. Pay a $250 examination fee (this does not apply to examinations to exempt the keyboarding or word processing course).

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

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

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

UNIVERSITY CREDIT FOR MILITARY EXPERIENCE AND TRAINING

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

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

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

TRANSFERABILITY OF CREDITS TO OTHER COLLEGES

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

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

SPECIALIZED PROGRAM ADMISSION

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

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

PROCEDURE FOR ADMISSION TO THE MASTER OF BUSINESS ADMINISTRATION AND MASTER OF BUSINESS ADMINISTRATION – HEALTHCARE ADMINISTRATION ADMISSIONS

Admissions criteria for the MBA and MBA/HCA, degree programs are:

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

TRANSFER OF CREDIT

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

FOUNDATION COURSES REQUIRED

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

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

MAJOR FIELD TEST

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

PROGRESSION POLICY

With each of these master's degree programs, if the student receives a grade of “C” in the first 20 hours they will be placed on academic probation. A second grade of “C” or less within the student's first twenty hours of graduate study will result in the student's dismissal from the program. A grade of “C” or less after the student's twentieth hour of study will result in dismissal from the program.
Students must apply for graduation two quarters before the date of graduation. All degree requirements must be completed within five (5) years.

PROCEDURE FOR ADMISSION TO THE MASTER OF SCIENCE, CRIMINAL JUSTICE PROGRAM (ONLINE DEGREE PROGRAM)

ADMISSIONS
In addition to the general requirements of the University, specific requirements for admission to classified graduate status are:
• A bachelor's degree from an accredited college or university.
• Completion of application for admission and submission of application fee ($50).
• A 2.7 overall grade point average or higher on completed requirements for the baccalaureate degree, or, GRE minimum test scores, 450 verbal, 450 quantitative, and 3.5-4.0 analytical, or Millers Analogies Test (MAT): achieve a minimum raw score of 44.

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

COMPREHENSIVE EXAMINATION
The curriculum contains a comprehensive examination at the end of the required course of study. The examination is designed to test the student's knowledge of the research and subject matter of the field in general and of his or her concentration area in particular. Students must pass the comprehensive examination with a grade of “B” or better before they can graduate. The examination covers the breadth and depth of knowledge gained from the program. The examination requires the ability to integrate and analyze academic knowledge and relate it cogently to different situations or applications. Satisfactory completion of required coursework does not necessarily guarantee a passing grade on the comprehensive exam. Students are eligible to take the comprehensive exam upon the completion of 42 credit hours, including all required foundation and core courses.

PROGRESSION POLICY
In the Master of Science Criminal Justice degree program, if the student receives a grade of “C” in the first 20 hours they will be placed on academic probation. A second grade of “C” or
less within the student's first twenty hours of graduate study will result in the student's dismissal from the pro-
gram. A grade of "C" or less after the student's twentieth hour of study will result in dismissal from the program.

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

PROCEDURE FOR ADMISSION TO THE ANESTHESIOLOGIST ASSISTANT PROGRAM

Admissions Requirements

Familiarity with Practice of Anesthesia

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

Technical Standards

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

- Effectively communicating verbally with patients and their family members and with other healthcare professionals.
- Interacting with patients, including obtaining a history and performing a physical examination.
- Effectively communicating in writing, and by record keeping, those data and information essential to the practice of anesthesia and the care of patients.
- Reading and comprehending written parts of the medical record and other patient care documents in order to safely and effectively participate in the practice of anesthesia.
- Having sufficient knowledge, motor skills and coordination to perform diagnostic and therapeutic tasks, including invasive procedures, on patients in a timely manner so as to insure the safety and well-being of the patients. These tasks include but are not limited to peripheral and central venous catheterization, arterial puncture and cannulation, breathing bag-and-mask ventilation, laryngeal mask airway insertion and management, endotracheal intubation.
- Having sufficient strength, motor skills and coordination to lift, move, and position patients as required for administration of anesthesia and
performance of cardiopulmonary resuscitation.
• Having sufficient speed and coordination to quickly and safely react to emergent conditions throughout the hospital in order to assure patient safety.
• Recognizing and differentiating colors of signals displayed on monitors; being able to work in both light and dark conditions as exist in patient care areas (e.g., operating room, radiology suite, endoscopy suite); being able to recognize details of objects both near and far.
• Hearing, processing, and interpreting multiple conversations, monitor signals, alarms, and patient sounds simultaneously in fast-paced patient care settings (e.g., operating room, intensive care unit, emergency room).
• Having no impairment that would preclude continuous performance of all of the above activities or any and all of the other activities that are an integral part of an anesthesiologist assistant's participation in the anesthesia care team.

General Admission Requirements

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

General admission requirements include:
• Baccalaureate degree, including above average performance in courses required in a premed curriculum.
• Official transcripts of all undergraduate and graduate course work.
• Undergraduate courses (no substitutions are permitted and survey courses or courses for non-science majors are not acceptable):

<table>
<thead>
<tr>
<th>Course</th>
<th>Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>3 semester hrs/4-5 quarter hrs</td>
</tr>
<tr>
<td>General Biology*</td>
<td>6 semester hrs/9 quarter hrs</td>
</tr>
<tr>
<td></td>
<td>(Full Academic Year)</td>
</tr>
<tr>
<td>General Chemistry</td>
<td>6 semester hrs/9 quarter hrs</td>
</tr>
<tr>
<td></td>
<td>(Full Academic Year)</td>
</tr>
<tr>
<td>Organic Chemistry**</td>
<td>3 semester hrs/4-5 quarter hrs</td>
</tr>
<tr>
<td></td>
<td>(Sophomore 200 Level)</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>3 semester hrs/4-5 quarter hrs</td>
</tr>
<tr>
<td>General Physics</td>
<td>6 semester hrs/9 quarter hrs</td>
</tr>
<tr>
<td></td>
<td>(Full Academic Year)</td>
</tr>
<tr>
<td></td>
<td>(Sophomore 200 Level)</td>
</tr>
<tr>
<td>Calculus</td>
<td>3 semester hours/4-5 quarter hours</td>
</tr>
<tr>
<td>Statistics</td>
<td>3 semester hrs/4-5 quarter hrs</td>
</tr>
</tbody>
</table>

* Preferred but not required: Cellular and Molecular Biology 3 semester hours/4-5 quarter hours

** Preferred but not required: Full Year of Organic Chemistry 6 semester hours/9 quarter hours
• Graduate Record Examination [GRE] scores from either the written examination or the computer-based examination taken within five years prior to application. The Program must receive official score reports directly from the Educational Testing Service. The Code for South University is 5157. Medical College Admission Test (MCAT) scores may not be substituted for GRE scores. The MCAT scores may be submitted in support of the application if the applicant desires.
• Three letters of recommendation from persons familiar with the applicant’s prior academic performance and academic potential, character, work habits, and suitability for graduate study leading into a career in clinical practice.
• Submission of the completed application form and all of its components.
• Familiarity with the practice of anesthesia, including the environment in which day-to-day work occurs.
• In the applicant’s own words, he/she must write a summary of an article of her/his choice that appears in a current anesthesia journal on the required form (available at South University, Savannah).
• Interview at the request of the Admissions Committee, on-site at South University, Savannah, Georgia.

Guidelines for Graduates of Colleges and Universities outside the United States

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

• Official transcripts of all undergraduate and graduate course work taken outside the United States must be submitted to the program, along with the report from a credentialing organization (e.g., Educational Credential Evaluators, Incorporated) demonstrating equivalency to a Bachelor’s degree received at an American college or university, and evaluating the transcript course-by-course for equivalency to required pre-requisites for admission to the Anesthesiologist Assistant Program.
• Deficiencies in required course work must be made up by taking appropriate courses in a college or university in the United States.

Please note that no exemptions will be made for required course work regardless of degrees or certification received outside the United States, experience, work background, or education.
A completed and signed Sponsor's Statement of Financial Support (this statement is not required if the student is self-sponsored (International Students only).

- Official Bank Statements. Bank statements must verify sufficient funds to cover the cost of the educational program as well as all living expenses.
- A statement from a qualified physician describing any emotional or physical illnesses suffered by the applicant during the preceding five years, or certifying freedom from such illnesses (International Students only).

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

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

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

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

Health Requirements

A recent medical history and physical examination must be on file with the South University Department of
Anesthesia Sciences prior to registra-
tion for the first quarter.
For health and safety of students, pa-
tients, and others with whom the
student may come in contact, the

South University Department of An-
esthesia Sciences has established the
following immunization, laboratory
measurement, and surveillance require-
ments:

<table>
<thead>
<tr>
<th>DISEASES</th>
<th>INITIAL IMMUNIZATION REQUIREMENT</th>
<th>FOLLOWUP &amp; ALTERNATIVES</th>
<th>SURVEILLANCE &amp; EXPOSURE REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tetanus, diphtheria (Td)</td>
<td>Within past 10 years</td>
<td>Vaccination</td>
<td></td>
</tr>
<tr>
<td>Measles, Mumps, Rubella (MMR)</td>
<td>Vaccine booster if born after 1957</td>
<td>Vaccination series</td>
<td></td>
</tr>
<tr>
<td>Polio</td>
<td>Documentation of vaccination with appropriate boosters</td>
<td>Vaccination series</td>
<td></td>
</tr>
<tr>
<td>Hepatitis B</td>
<td>Documentation of previous immunization or 3-dose vaccination</td>
<td>Serology (Declination forms will be available to students for whom the immunizations are contraindicated.)</td>
<td>Follow protocol for hepatitis B exposure</td>
</tr>
<tr>
<td>Varicella</td>
<td>History of chicken pox or serology</td>
<td>2-dose vaccination for negative serology</td>
<td></td>
</tr>
<tr>
<td>Tuberculosis (TB)$</td>
<td>Documentation of negative PPD within past 3 months or PPD skin test at matriculation</td>
<td>Positive PPD requires CXR every 6 months</td>
<td>PPD every 12 months while PPD-negative; CXR every year if PPD-positive; follow protocol for MDR TB exposure</td>
</tr>
</tbody>
</table>

§ Previous BCG administration does not exempt PPD testing.

**Insurance Requirements**

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

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

Applications with Disabilities

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

Application Process

The application process is open between July 1 and January 4 for admission to the class entering for summer quarter of the following year. If an application meets minimum requirements, the prospective student will be assigned to an interview group based upon when the application was complete. The earlier the application is completed, the earlier interview group that will be assigned. Applicants must meet the following deadlines in order to have their application considered for admission:

Applications must be received in the Program office no later than January 11, 2007. Applications must be complete in all parts by February 22, 2008.

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

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

Completion of Application

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

Re-application to the Program

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

All application materials must be sent to:

Anesthesiologist Assistant Program
South University
School of Health Professions
709 Mall Boulevard
Savannah, GA 31406

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

PROCEDURE FOR ADMISSION TO THE MASTER OF SCIENCE IN NURSING (ONLINE DEGREE PROGRAM)

Entrance Requirement

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

**Admission Requirements**

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

**International Applicants**

- International students, as well as immigrants to the United States and United States permanent residents whose native language is not English and who have not received a bachelor’s degree or higher in the United States, Australia, Canada, Ireland, new Zealand or the United Kingdom must submit TOEFL scores.
- A passing TOEFL score is 600 or the equivalent on the computer based exam. The Program must receive official test scores directly from the Educational Testing Service, Princeton, New Jersey.
- Official transcripts of all undergraduate and graduate course work taken outside of the United States must be submitted to the program along with a report from the credentialing organization (e.g. Educational credential Evaluators, incorporated) demonstrating equivalency to a Bachelor’s degree received at an American College or university, and an evaluation of the transcript course-by-course for equivalency to required prerequisites.
- Refer to the South University Catalog for additional information regarding International Students.

**Technical Standards**

- Students must be able to reason, analyze, integrate, synthesize, and evaluate in the context of their
nursing activities within each course in the program.
• Students must be able to communicate effectively orally and in writing, with faculty, other students, staff, and others relevant to their course of study.
• Expression of ideas and feelings must be clear and appropriate.
• Students must be able to maintain mature, sensitive, and effective relationships with patients, students, faculty, staff, and other professionals.
• Students must possess good emotional health consistent with the use of intellectual abilities and be able to employ sound judgment.
• Students must demonstrate a willingness and ability to give and receive criticism and positive feedback.
• Students must possess the ability to reason morally and practice nursing in an ethical manner.
• Students must not have any impairment that would preclude continuous performance of all of the above activities, or any and all other activities that are integral to the success of an MSN student.

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

PROCEDURE FOR ADMISSION TO THE DOCTOR OF PHARMACY PROGRAM

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

Admission Cycle
Students are accepted into the South University School of Pharmacy
once each year for the fall quarter that begins in mid-July. Candidates are offered the opportunity to qualify for either Early Admission or for General Admission.

General Admission

Approximately 75 percent of the seats in the entry class are reserved for students applying during the general application cycle. For optimum consideration during this admissions cycle prospective students are encouraged to submit a completed application to PharmCas as early as possible. In addition, a supplemental application and fee of $75.00 must be submitted directly to the School of Pharmacy to complete the application process. The supplemental application is available at www.southuniversity.edu/campus/pharm/SupplementalApp2007.xls.

General Admission applicants should take the PCAT no later than January of the year of admission. Admission to the program is competitive and will be granted on a rolling basis for applications postmarked no later than February 1.

Early Admission

No less than 25 percent of the seats in the entry class are available for Early Admission. Applicants who submit all required documents including their PCAT score by September 1 and have an overall GPA of at least 3.50 will be considered for early admission, and notified of a decision no later than October 31. If admitted, a non-refundable $1000 tuition deposit to hold a position in the school is due in full no later than 10 days after acceptance. By applying for Early Admission, candidates indicate that the South University School of Pharmacy is their program of choice and that they have not applied to another program for early admission/consideration.

To be eligible for early decision admission, a prospective student must have completed the majority of their academic prerequisites, have a cumulative GPA of 3.50 or higher, take the PCAT no later than June, submit a completed application to PharmCas by September 1, and submit a supplemental application with the $75 fee to South University School of Pharmacy no later than September 1. The School of Pharmacy Admissions Committee will review the application to determine each student’s eligibility. Interviews for eligible students will be completed in October. Qualified students who are not selected for early decision admission will automatically be placed in the general admissions cycle.

Admission Criteria

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

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

Pre-pharmacy Requirements*

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
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<tbody>
<tr>
<td>English Composition</td>
<td>3 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
<tr>
<td>English Literature</td>
<td>3 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
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<tr>
<td>History</td>
<td>3 hrs.</td>
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<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
<tr>
<td>Psychology</td>
<td>3 hrs.</td>
</tr>
<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
<tr>
<td>Economics</td>
<td>3 hrs.</td>
</tr>
<tr>
<td>(Macro, micro</td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
<tr>
<td>or general)</td>
<td></td>
</tr>
<tr>
<td>Public Speaking</td>
<td>3 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
<tr>
<td>Electives</td>
<td>9 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
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<tr>
<td>General Biology I</td>
<td>4 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
</tr>
<tr>
<td>General Biology II</td>
<td>4 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
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<tr>
<td>General Chemistry I</td>
<td>4 hrs.</td>
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<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
</tr>
<tr>
<td>General Chemistry II</td>
<td>4 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Course</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organic Chemistry I</td>
<td>4 hrs.</td>
</tr>
<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
</tr>
<tr>
<td>Organic Chemistry II</td>
<td>4 hrs.</td>
</tr>
<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
</tr>
<tr>
<td>Human Anatomy/Physiology I</td>
<td>4 hrs.</td>
</tr>
<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
</tr>
<tr>
<td>Human Anatomy/Physiology II</td>
<td>4 hrs.</td>
</tr>
<tr>
<td></td>
<td>(1 sem. or 6 qtr hrs)</td>
</tr>
<tr>
<td>Physics I</td>
<td>3 hrs.</td>
</tr>
<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
<tr>
<td>Calculus I</td>
<td>3 hrs.</td>
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<tr>
<td></td>
<td>(1 sem. or 5 qtr hrs)</td>
</tr>
</tbody>
</table>

1. One semester or two quarters of composition and a separate one semester or one quarter literature course is required. English Literature is preferred however American or World Literature will be accepted.

2. A minimum of three semester hours should be in the humanities and the remainder should be in the social sciences, arts or humanities.

3. These courses will include a laboratory.

4. For these courses a laboratory is not required and appropriate three credit hour courses in Human Anatomy & Physiology that do not have a lab component will be accepted.

* (It is recommended that the student take two science courses and at least five courses (a minimum of 17 semester hours of credit) each semester to ensure appropriate preparation for the academic challenge of the School of Pharmacy.

2. Earn a minimum cumulative grade point average of 2.80 on a 4.0 scale. (A science GPA of 3.0 or better is recommended.) The average cumulative GPA for the class entering in 2005 was 3.47 and the average science GPA was 3.40.
3. Submit a completed PharmCas application through www.pharmcas.org and a completed South University School of Pharmacy supplemental application and $75 fee directly to the School of Pharmacy no later than February 1.
4. Submit scores from the Pharmacy College Admissions Test (PCAT) directly to PharmCas, recipient code 104. (A minimum composite score of 60 is recommended.)
5. Submit three recommendations directly to PharmCas.
6. Submit directly to PharmCas a one-page personal statement that outlines characteristics possessed by the applicant that will contribute to his/her success as a Doctor of Pharmacy.
7. Demonstrate the oral and written communication skills required to interact with patients and professional colleagues, and is expected of a professional doctoral level student.
8. Complete the South University School of Pharmacy's on-campus personal interview with members of the Faculty and the Admissions Committee (by invitation only).
9. Provide directly to PharmCas all transcripts. Transcripts for all college coursework must be submitted since academic performance for all college coursework undertaken by the student will be evaluated.
10. International students: If you are not a U.S. citizen you must provide documentation of your status and submit a TOEFL score of 550 or higher (213 for the computer-based TOEFL) with your completed application. Application will not be processed until all documents are received. Permanent residents should provide a copy of their permanent resident card.
11. Applications mailed directly to South University will not be accepted.

Admissions decisions for students admitted to the School of Pharmacy shall be based on a broad range of considerations, including academic and non-academic factors. Academic factors will include the performance of applicants in their previous educational experiences. Non-academic factors include information presented through letters of recommendation, and information provided by applicants through personal interviews with the admissions staff and faculty. Such factors as motivation, commitment to service, knowledge of the pharmacy profession, communication skills, and perceived potential are considered in the admissions decision-making process.

Technical Standards for School of Pharmacy Admission

The educational mission of the South University School of Pharmacy is to educate and graduate competent practitioners to provide pharmaceutical care in a variety of institutional,
community and other settings. Students admitted to the School of Pharmacy must also meet the technical standards for admissions. These technical standards outline the essential functions that candidates for the Doctor of Pharmacy degree must be able to perform. These essential functions reside in the following categories: Observation, Communication, Motor, Intellectual, and Behavior/Social. However, it is recognized that degrees of ability vary among individuals. The South University School of Pharmacy is committed to supporting its students by any reasonable means to complete the course of study leading to the Doctor of Pharmacy degree.

- **Observation:** A candidate must be able to observe demonstrations and experiments in the basic sciences, including, but not limited to, physiological and pharmacological demonstrations in animals, evaluation of microbiological cultures, and microscopic studies of microorganisms and tissues in normal and pathological states. A candidate must be able to observe a patient accurately at a distance and close at hand. In detail, observation necessitates the functional use of the sense of vision and other sensory modalities.

- **Communication:** A candidate must be able to communicate effectively and sensitively with patients. The focus of this communication is to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communication. Communication includes speech, reading, writing, and computer literacy. A candidate must be able to communicate effectively and efficiently in oral and written forms with all members of the health care team in a timely manner.

- **Sensory/Motor:** A candidate must have sufficient motor function to elicit information from patients by physically touching patients, e.g., assessing range of motion of a joint, taking blood pressure readings, taking a pulse reading. A candidate must be able to execute motor movements to provide general care and emergency treatments to patients, e.g. first aid treatments, cardiopulmonary resuscitation (CPR). A candidate must be able to execute motor movements required in the compounding of medications inclusive of using techniques for preparing sterile solutions, e.g., parenteral or ophthalmic solutions. Such actions require coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.

- **Intellectual (Conceptual, Integrative, and Quantitative Abilities):** A candidate must have the ability to measure, calculate, reason, and analyze. A candidate must be able to synthesize and apply complex information in a timely manner. A candidate must be fully alert and
attentive at all times in clinical settings.

- **Behavioral/Social Attributes:** A candidate must possess the emotional health required for full utilization of his or her intellectual abilities, the exercise of good judgment, and the prompt completion of all responsibilities attendant to the interaction with patients. A candidate must possess the ability to develop mature, sensitive, and effective relationships with patients. A candidate must be able to tolerate physically taxing workloads and to function effectively under stress. A candidate must be able to adapt to changing environments, to display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of many patients. A candidate must possess compassion, integrity, interpersonal skills, and motivation to excel in pharmacy practice.

**Requirements for Matriculation**

Applicants who have been accepted into the Doctor of Pharmacy Program must fulfill the following before they can officially enter the program:

- Remit the $500 acceptance deposit ($1000 for Early Admission) by the date designated in the acceptance agreement. The entire acceptance deposit is credited to the first quarter’s tuition.
- Submit a college transcript after each term completed following acceptance.
- Return the South University Transcript Request appropriately completed with your high school information. South University will then obtain a copy of your high school transcript for your file as required by federal financial aid regulations.
- Submit proof of immunization or for immunity to Measles/Mumps/Rubella (MMR), Varicella (Chicken pox), Tetanus/Diptheria, and Hepatitis B. In addition, students must complete the annual Tuberculin Test (PPD). An Immunization Clearance Form provided as part of the acceptance package must be completed and returned along with other immunization documentation.
- Present a Basic Adult Life Support certificate on the first day of school.
- Submit proof of medical insurance coverage.
- Complete additional coursework if required by the Admissions Committee and submit additional documents as requested by the Office of Admissions. Failure to comply with these requirements may result in forfeiture of your acceptance.

**Laptop Computer Requirement**

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

**PROCEDURE FOR ADMISSION TO THE PROFESSIONAL COUNSELING PROGRAM**

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

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

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

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

3. Applicants for whom English is a Second Language (ESL) must submit a minimum paper-based TOEFL score of 600 or the electronic-based score of 250 to be considered for the program

4. Interview with the professional counseling department chair/program director or their designated faculty member.

5. Approval of the campus program admissions committee.

6. Completion of an application for admission and submission of a $50 application fee.
7. Submission of a personal/professional statement addressing the applicant’s interest in counseling, professional goals, along with a self-appraisal of academic and professional qualifications.
8. Submission (within 12 weeks of class start dates) of official transcripts from all postsecondary institutions attended.
9. Current résumé (or career summary).

All required admissions documentation and criteria will be reviewed and evaluated. Applicants will be notified regarding acceptance.

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

PROCEDURE FOR ADMISSION TO THE M.S. PHYSICIAN ASSISTANT PROGRAM

Entrance to the Physician Assistant (PA) Program is gained through a formal application review and on-campus interview. Application to the program is made through the Central Application Service for Physician Assistants (CASPA). Additional information on the application process can be obtained through the PA program website or by calling (912)201-8025. Because entrance into the program is highly competitive, only applications meeting the admission requirements listed below will be considered for admission.

The application process requires submission of scores from the Graduate Record Examination (GRE) and applications will be accepted beginning May 2007.

Once the CASPA application has been submitted and received, students should complete the PA Supplemental Application and submit along with a required $50.00 administrative fee. All applications MUST BE COMPLETE by September 1, 2007 (the PA program begins in early January).

1. Students applying for the Master of Science in Physician Assistant Studies program at South University must:
2. Complete CASPA online Application (www.caspaonline.org) including submission of all transcripts and GRE score. (Applications for class beginning January 2007 will be accepted beginning May 2006)
3. Complete and submit the South University PA Supplemental Application (Available May 2006).
4. Submit a one-page goal statement (see requirements below).
5. Submit a completed FAFSA application (www.fafsa.ed.gov) for those applying for financial aid.
6. Submit a required $50 application administrative fee payable to South University.
Goal Statement Requirements:
Submit a one-page handwritten goal statement that addresses those personal characteristics that you believe will contribute to your success as a PA and that demonstrates your leadership potential, knowledge of the PA profession, and your commitment to the profession. More specifically, the goal statement should include the following:
- Your perception of the roles and functions of PAs.
- Your career plans, goals, and why you chose PA as a career option.
- Attributes and talents you possess which will enable you to contribute to the profession.
- Any other information about yourself that may help the Admissions Committee make a favorable decision regarding your application (for example: academic honors, social awards, job experiences or volunteer work, hometown location)

ADMISSIONS CRITERIA
The following criteria are established for students interested in applying to the South University Physician Assistant Master’s Program.
- Applicants must have an earned bachelor’s degree with an overall minimum cumulative GPA 2.60 (on a 4.00 scale) and a required science GPA of 3.00 (on a 4.00 scale).
- Applicants must submit GRE scores (verbal, quantitative, and analytical). Preference will be given to those with competitive scores (50th percentile or above).
- Prerequisite courses must be completed at a regionally accredited college or university prior to matriculation.
- Students for whom English is a second language must submit a Test of English as a Foreign Language (TOEFL) with a minimum paper-based score of 600 or electronic-based score of 250.
- No transfer credit is accepted for the Master of Science in the physician assistant program.
- Submit PA Supplemental Application directly to the South University PA Program along with a $50.00 administrative fee (checks payable to South University).

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

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

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

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

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

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

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

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

**PHYSICIAN ASSISTANT/DEFERRED ENROLLMENT**

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

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

In order to enroll for class at the completion of the deferral period, the student must:

1. Submit a written intent to enroll to the department chairman at least 60 days prior to the anticipated class start date.
2. Interview with the department chairman at least 30 days prior to the anticipated class start date.

**PROCEDURE FOR ADMISSION TO THE NURSING PROGRAM**

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

Students may complete the nursing program prerequisites by successfully completing the first two years of the Bachelor of Science in Health Science from South University or by completing prerequisite courses from an accredited collegiate institution.
ESSENTIAL FUNCTIONS RELATED TO THE PROFESSION OF NURSING

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

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

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

• **Critical Thinking:** Students must demonstrate judgment in the clinical setting. Students must also be able to develop and utilize nursing care plans.

• **Interpersonal skills:** Students must demonstrate the ability to effectively interact with clients and colleagues and maintain a professional demeanor in stressful and non-stressful situations.

• **Communication skills:** Students must demonstrate effective communication skills while interacting in the classroom, lab, or clinical settings.

• **Motor skills:** Students must demonstrate the physical ability to assess clients, perform technical skills involving gross and fine muscular movements and motor strength.

• **Sensory Integrity:** Students must be able to rely on their senses of sight, hearing, smell and touch to effectively assess and care for clients.

APPLICATION PROCEDURE FOR THE NURSING PROGRAM

*Application materials must be submitted to the Nursing Program by the first day of the Summer Quarter for Fall Quarter Program Starts and the first day of the Winter Quarter for Spring Quarter Program Starts. It is the responsibility of the applicant to provide all application materials. Incomplete or late applications will not be considered.*

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

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

Applicants will be selected for admission into the Nursing Program using a composite of: cumulative GPA, core courses GPA, NET score, and NET reading comprehension score.

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

ADMISSION TO RN TO BSN NURSING TRACK

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

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

Items 2, 3 and 4 are to be submitted to the Nursing Program Administrative Assistant no later than the first day of class.

COMPREHENSIVE BACKGROUND CHECK

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

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

ADMISSION REQUIREMENTS: MEDICAL ASSISTING PROGRAM

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

Sensory

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

Communication

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

Fine Motor Skills

The Medical Assisting student must manifest all the fine motor skills necessary to safely and accurately use medical instruments and perform diagnostic and clinical procedures (e.g. obtaining the patient’s blood pressure, heart rate and temperature, drawing blood and administering non-intravenous injections). The student must be able to perform basic secretarial skills, including using a keyboard and the operation of common office equipment.

Gross Motor Skills

The Medical Assisting student must be able to support patients when ambulating, assist patients in and out of a wheelchair, and on and off an examination table. Students must be able to reach equipment and supplies, and respond appropriately to emergency situations in a timely manner.

Psychological Stability

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

ADMISSION REQUIREMENTS FOR PHYSICAL THERAPIST ASSISTANT PROGRAM

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

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

ESSENTIAL FUNCTIONS AND TECHNICAL STANDARDS FOR PHYSICAL THERAPIST ASSISTANT STUDENTS

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

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

Essential Functions
1. Critical Thinking/Problem Solving Skills
   Ability to collect, interpret and integrate information and use that information to make appropriate decisions.
2. **Interpersonal Skills**
   Ability to collaboratively work with all PTA students and with program faculty and patients in the classroom, lab, and clinical setting.

3. **Coping Skills**
   Ability to respond appropriately to stressful environments or during impending deadlines.

4. **Communication Skills**
   Ability to communicate effectively in English using verbal, non-verbal and written formats with faculty, other students, patients, families, and health care workers.

5. **Mobility/Motor Skills**
   Sufficient motor ability to execute the movement and skills required for safe and effective physical therapy treatment in various clinical settings.

6. **Sensory Abilities**
   Sufficient visual, auditory, and tactile ability to monitor and assess health needs.

7. **Behavioral Skills**
   Ability to demonstrate professional behaviors and a strong work ethic.

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

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

TUITION FINANCIAL INFORMATION

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

Tuition for the degree programs, excluding Anesthesiologist Assistant, Nursing, Pharmacy, Professional Counseling Master of Business Administration (including HCA degree) and Physician Assistant is as follows: 10-18 credit hours, $4,190 per quarter; 5-9 credit hours, $3,295 per quarter. Students enrolling in less than five credits during the quarter (1-4 credit hours) will have a tuition fee of $1,650. Full-time students taking more than 18 credit hours per quarter will be charged an additional $270 per credit hour beyond the 18 hours. Full terms and online terms can be combined to arrive at a full-time enrollment. Mid Terms (six week on ground) are separate and not included with full terms.

Tuition for the Master of Science in Physician Assistant is $6,195 per quarter. Effective January 2008 that tuition is $6,450. Tuition does not include a $300 acceptance fee, which is applied to tuition for the first quarter upon enrollment. This is for a full-time course load and does not include expenses for such required items as uniforms (approximately $40), textbooks (approximately $2,050), professional instruments (approximately $900), and professional liability insurance (approximately $75 each year). PA students are not eligible for part-time enrollment. Students pay a $75 lab fee per quarter in the didactic phase.

Tuition for the Bachelor of Science in Nursing program (professional level) is $6,450 for 10-18 credit hours. Students at this level must be enrolled full time. For students returning from academic suspension who must enroll part-time before returning to full-time status, tuition rates are as follows: 5-9 credit hours, $5,195, and 1-4 hours is $2,595.

Tuition for the Doctor of Pharmacy program is $8,395 per quarter and does not include textbooks ($325 average per quarter). Tuition in the program, effective June 2008, will be $8,795.

Pharmacy Full Time Status

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

Pharmacy Remediation Fee

Students who are remediating courses will be charged $840 per credit hour.
(The maximum total tuition is $8395, or $8,795 after June 2008) Tuition and fees for the Anesthesiologist Assistant program apply to all students unless otherwise specified. Tuition and fees are subject to change at the end of any term. Effective, June 2007 tuition for the Anesthesiologist Assistant Program will be $6,495 per quarter for each of nine quarters. That will change to $6,795 per quarter, effective June 2008. Upon successful completion of the Program, the student will receive a Master of Medical Science degree. The tuition cost is for a full-time course load and does not include expenses for such required items as lab coats (approximately $30), textbooks (approximately $2,000), stethoscope and chest pieces (approximately $100), laboratory fees ($300.00), and professional liability insurance (approximately $100 each year). AA students are not eligible for part-time enrollment. In-state and out-of-state tuition is the same.

Tuition for the Master of Arts in Professional Counseling program, MBA and MBA in Healthcare Administration programs is as follows: 10-18 credit hours, $5,795 per quarter; 5-9 credit hours, $4,195 per quarter; 1-4 credit hours, $2,095 per quarter. Full-time status is defined as 8 credit hours; half-time status is defined as 4 credit hours.

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

**FEES**

**Acceptance Fee**

There is a non-refundable $300 acceptance fee for those applicants accepted into the Anesthesiologist Assistant, Physician Assistant and $300 for the Nursing programs. The acceptance fee does not apply to the RN to BSN nursing program. The non-refundable acceptance deposit for applicants accepted through the General Admissions Procedure into the pharmacy program is $750. The non-refundable acceptance deposit for applicants accepted into the pharmacy program through Early Admission Program is $1000. The acceptance deposits will be applied to the student’s first quarter tuition payment except for Nursing. If an applicant accepted into the Pharmacy or Anesthesiologist Assistant programs encounters circumstances that prevent their matriculation, any amount paid by the applicant that is above the non-refundable application fee and acceptance deposit will be refunded.

**Anesthesiologist Assistant Lab Fees**

There is a $75.00 lab fee charged for each quarter of laboratory course work (total of $300.00).

**Application Fee**

Individuals seeking admission to any South University program are charged a fee at the time of initial application:
The application fee for all programs is $50. The application fee for the professional level BSN program is $50. The supplemental application fee for the Master of Science Physician Assistant program is $50. The application fee for the School of Pharmacy is $50.

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

Auditing Fee

Audited courses are subject to the same tuition and fees as courses taken for credit. Refer to the Tuition section. Requirements for auditing are published in the Academic Information section (p. 49) of this catalog.

Credit by Examination Fee

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

Graduation Fee

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

Membership Fees

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

Non-Sufficient Funds Fee

For all checks returned due to non-sufficient funds, a fee of $25 will be charged to the student’s account.

Nursing Registration Fee

There is a $500 registration fee upon acceptance for those students enrolling in the Bachelor of Science in Nursing program. This fee is non-refundable. Additionally, this fee is not
applicable for the RN-BSN Completion program offered online

**Nurse Entrance Test (NET) Examination Fee**

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

**PA Lab Fee**

There is a $75 clinical lab fee charged for each quarter of didactic course work ($375 total).

**Readmission Fee**

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

**Student I.D. Replacement Fee**

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

**Transcript Fee**

Each student is entitled to have one official transcript forwarded to another institution. The charge for additional copies is $5.00 each.

Requests for transcripts should be submitted to the administrative office at the applicable campus.

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

**SCHOOL OF PHARMACY FINANCIAL INFORMATION FEE POLICY**

**Application Fee**

Individuals seeking admissions to the South University School of Pharmacy must apply through PharmCas, the organization that processes centralized applications to schools of pharmacy in the U.S. Information on the PharmCas application fee and process can be found at www.pharmcas.org. Each applicant must also complete a School of Pharmacy supplemental application and submit that application and the $75 supplemental application fee directly to the School of Pharmacy. The receipt of the $75 supplemental application fee does not constitute acceptance of the student. Unless a refund is requested within 72 hours of receipt of the application by the University, this fee is nonrefundable. No fee waivers will be granted. Any student who pays this fee but does not enroll within one calendar year will be reassessed the fee upon reapplication.
Acceptance Fee

There is a non-refundable $500 acceptance deposit for those applicants accepted through the General Admissions Procedure into the Doctor of Pharmacy program. There is a $1000 non-refundable acceptance deposit for students accepted through the Early Admission Program.

The early and general acceptance deposits are nonrefundable. **However, acceptance deposits will be applied to the student’s first quarter tuition payment.** If an applicant accepted into the School of Pharmacy encounters circumstances that prevent their matriculation, any amount paid by the applicant that is above the non-refundable application fee and acceptance deposit will be refunded.

**Estimated Student Expenses for the South University Doctor of Pharmacy**

**Tuition***

<table>
<thead>
<tr>
<th>Program Tuition</th>
<th>$8,395/quarter</th>
</tr>
</thead>
</table>

**Fees/Other Expenses**

<table>
<thead>
<tr>
<th>Supplemental Application fee</th>
<th>$75 (non-refundable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>General/Early Acceptance Deposit</td>
<td>$500 or $1,000†</td>
</tr>
<tr>
<td>Textbooks (estimated cost)</td>
<td>$650/quarter</td>
</tr>
</tbody>
</table>

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

**PAYMENT OF TUITION AND FEES**

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

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

**REFUND OF TUITION**

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

1. If circumstances prevent matriculation before a student begins attending the University, all tuition charges will be refunded. The application fee will be refunded only if a refund is requested within three days of application.
2. A tuition adjustment results when a student officially changes enrollment status (fulltime to part time, part time to less than part time or part time to full time) during the drop/add period. No adjustment will be made for students dropping individual classes after the drop/add period.

3. Savannah campus: Refunds for students withdrawing from all classes will be based on the following guidelines: [a] students completing no more than five (5) percent of instructional time will receive a ninety-five (95) percent of tuition refund; [b] students completing more than five (5) but no more than ten (10) percent of instructional time will receive a ninety (90) percent of tuition refund; [c] students completing more than ten (10) percent but no more than twenty-five (25) percent of instructional time will receive a seventy-five (75) percent of tuition refund; [d] students completing more than twenty-five (25) percent but no more than fifty (50) percent of instructional time will receive a fifty (50) percent of tuition refund; [e] students completing more than fifty (50) percent of instructional time will receive no refund of tuition.

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

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

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

Should a student withdraw from the institution, any amount of refund must first be returned to the Title IV, HEA program funds, including the Federal Pell Grant program, and then to other sources of aid up to the full amount received from the program.

RETURN OF TITLE IV FUNDS

For Title IV (federal financial aid) recipients who withdraw from attendance, the college is mandated by federal regulation to determine the amount of Title IV funds the student has earned at the time the student ceases attendance. The amount earned is based on the amount of calendar days in the term completed by the student, divided by the number of calendar days in the same term, excluding any scheduled breaks of at least five (5) consecutive days. The amount earned is based on the amount of time the student has spent in attendance and is not related to the student’s institutional charges. The amount of Title IV funds earned is based upon a proportional calculation through sixty (60) percent of the term attended. The college will use the following steps in order to determine the amount of Title IV a student who withdraws has earned:

1. Determine the date of withdrawal and determine the percentage of payment period (term) attended by the student.
2. Determine the amount of Title IV aid earned by the student by multiplying the total Title IV aid for which the student was eligible by the percentage of time enrolled.
3. Compare the amount earned to the amount disbursed. If the amount earned is greater than the amount disbursed, then a post-withdrawal disbursement can be made if the student is eligible for a “late disbursement.” If the amount disbursed exceeds the amount earned, the excess Title IV aid must be returned.
4. Allocate the responsibility for returning unearned aid between the college and the student according to the portion of disbursed aid that could have been used to cover institutional charges and the portion that could have been disbursed directly to the student once institutional charges were covered.
5. Distribute the unearned Title IV aid back to the Title IV programs. Examples of Return to Title IV and refund calculations may be obtained through the office of financial aid.
ALLOCATION ORDER OF REFUNDS
1. Unsubsidized Federal Stafford Loans
2. Subsidized Federal Stafford Loans
3. Federal Perkins Loans
4. Federal PLUS Loans
5. Federal Pell Grants
6. Federal Academic Competitiveness Grant
7. Federal SEOG
8. Other assistance awarded to the student under programs authorized by Title IV
9. Required refunds to other Federal, State, private, or institutional student financial assistance received by the student
10. To the student

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

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

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

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

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

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

South University participates in several student aid programs. A brief description of each follows.

GRANTS

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

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

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

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

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

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

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

LOANS

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

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

**Federal Parent Loan for Undergraduate Students (PLUS) Loan Program**

Parents of dependent students may borrow on behalf of the student under the PLUS program. Money for these loans is available through the same sources as those for the Stafford Loan.

**SCHOLARSHIPS**

**Georgia HOPE Scholarship**
*(Savannah campus only)*

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

**Florida Bright Futures Scholarship Program**
*(West Palm Beach campus only)*

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

**South Carolina HOPE Scholarship**
*(Columbia campus only)*

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

**South Carolina LIFE Scholarship**
*(Columbia campus only)*

This scholarship is available to qualified South Carolina residents who meet the eligibility criteria. Information about eligibility requirements is available from the financial aid office.

**VETERAN BENEFITS**

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

**WORK STUDY**

**Federal Work-Study Program**

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

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

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

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

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

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

The Federal Arbitration Act ("FAA"), 9 U.S.C. §§ 1, et seq., shall govern this arbitration provision. This arbitration provision shall survive the termination of a student's relationship with South University. If a student has a question about the arbitration administrators mentioned above, the student can contact them as follows: JAMS, 45 Broadway, 28th Floor, New York, NY, 10006, www.jamsadr.com, 800-352-5267; National Arbitration Forum, P.O. Box 50191, Minneapolis, MN, 55405, www.arb-forum.com, 800-474-2371.
STUDENT SERVICES

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

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

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

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

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

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

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

BOOKSTORE

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

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

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

CAREER SERVICES

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

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

**CODE OF CONDUCT**

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

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

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

**COUNSELING SERVICES**

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

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

**DISABILITY SUPPORT SERVICES**

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

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

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

GRIEVANCE PROCEDURES

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

South University has adopted a grievance procedure for the prompt and equitable resolution of complaints alleging harassment, discrimination, or concerns regarding a requested service, or accommodation on the basis of a disability. A student may express or file a complaint or grievance that alleges discrimination and, after an investigation, receive a fair resolution without fear of reprisal. Complaints should be filed with the Dean of Student Affairs for non-academic matters or with the Dean of Academic Affairs for academic matters. Fully online students should contact their academic advisor for information on filing a grievance.

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

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

For Arizona Residents

If the complaint cannot be resolved after exhausting the institution’s grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is 1400 W. Washington Street, Room 260, Phoenix, AZ 85007, phone # 602-542-5709, website address: http://azppse.state.az.us

HEALTH SERVICES

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

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

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

LIBRARY SERVICES

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

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

A library orientation is given each quarter to all students enrolled in UVC1000/Strategies for Success classes. Students are informed of the types of books, periodicals, and multimedia available, how to use the online catalog in locating information, and how to use library resources to the greatest advantage.

The individual campuses post specific library hours.

ORGANIZATIONS

Each student organization must be registered with the office of student affairs, be approved by the dean, and have an approved faculty advisor. The dean of student affairs will assist in obtaining an advisor if necessary. Students who are interested in forming a recognized student organization should see the dean of student affairs for information on how to start a new student organization.

Hazing involving South University students or student groups is strictly prohibited. Hazing is defined as any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student for the purpose of initiation or admission into or affiliation with any club or organization operating under the sanction of an institution of higher education.
For purposes of this definition, any activity as described in this definition that the initiation or admission into or affiliation with a club or organization is directly or indirectly conditioned shall be presumed to be “forced” activity, the willingness of an individual to participate in such activity notwithstanding. This policy is applicable to all students and members of a student club or organization at South University. Every student and member of a student club or organization is responsible for complying with this policy.

Individuals and/or student clubs that force, require, and/or endorse violations will be held directly responsible through The University’s student conduct process and if appropriate, through local authorities, which may pursue criminal action. Students who wish to make a complaint under this policy should contact the Dean of Student Affairs. The negligence or consent of a student or any assumption of risk by the student is not a defense to an action brought pursuant to this policy. Student club activities or programs must not interfere with the rights and activities of others and should always reflect the best interests of the members of the organization it represents and the University community as a whole. In all cases of alleged violations of this policy, faculty and staff advisors and the national/ international headquarters, if applicable, of any organization will be notified.

**ORIENTATION**

The University provides an orientation program each term. The program acquaints new students with academic life and university services. All new students are required to attend. The Student Handbook and information regarding alcohol and drug abuse and the campus security report is available electronically. Information sheets that contain the exact URL (electronic address on the web) are distributed to all students at orientation. Students may request a paper copy of these documents from the Dean of Student Affairs.

All new fully online students are required to complete an online orientation course prior to starting classes. This orientation covers the expectations, policies, and procedures associated with online learning at South University and provides students with an opportunity to practice working within the online classroom environment. It is absolutely necessary that students are prepared to begin working within the online classroom environment on the first day of class, as they will not have the time to orient themselves once classes are underway.

**UNIVERSITY PUBLICATIONS**

South University distributes a number of publications during the aca-
demic year. All university publications should be approved through the communications or chancellor’s office.

The South University Catalog is an information book and reference guide dealing with almost all aspects of the university. It is published once a year and includes a listing and description of all courses offered by the University.

During orientation, a Student Handbook is distributed to each new student. The handbook contains the Code of Conduct, as well as helpful information about a variety of topics. Copies are available in the office of the dean of student affairs.

A President’s list and a Dean’s List are published at the end of each quarter. These lists may contain names and home addresses for all eligible students.

At graduation each year, the Commencement Program contains the name, diploma to be awarded, and major field of study for each graduate. Please see the section of the catalog entitled Student Examination of Official Records for a full listing of information designated as directory information which may be released without the student’s consent.

**VETERAN SERVICES**

A certifying V.A. official is available at each campus to assist students with benefit information. The financial aid office can direct students to the appropriate university personnel.

All Veterans are required to have all official transcript evaluations completed for all institutions attended by the end of the third quarter to continue receiving VA Education Benefits without interruption.

South University is a member of Servicemembers Opportunity Colleges, a consortium of over 1300 institutions pledged to reasonable cooperation with service-members and veterans who are trying to earn degrees even while pursuing demanding, transient careers. As a SOC member, the University is committed to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and work experiences. SOC is sponsored by 15 national higher education associations with the military services, the National Guard Bureau, and the Office of the Secretary of Defense serving as cooperating agencies.

**ROTC**

Reserve Officer Training Corps (ROTC) studies in Aerospace Science (US Air Force) and Military Science (US Army, Navy-Marine Corps) are available to South University Tampa students through a cooperative agreement with the Department of Military Science at the University of South Florida. Students are responsible for registering for the appropriate courses and maintaining compliance with ROTC regulations.
ACADEMIC INFORMATION

STUDENT RESPONSIBILITY

Students are responsible for properly completing their academic programs, being familiar with all requirements of the University catalog under which they intend to graduate, maintaining the required grade point average, and meeting all program and course requirements. They are encouraged to seek counsel from faculty advisors or other staff members, but the final responsibility for fulfilling academic requirements remains that of the student.

Students have a right in an academic environment to reserve judgment about matters of opinion and to express their views in a responsible manner. Orderly procedures are provided to allow students the opportunity to question academic evaluations.

DECLARATION OF MAJOR

A major is an area of focused study in a degree program approved by the board of trustees. A major curriculum leading to a baccalaureate degree requires a minimum of 180 credit hours in specific courses or approved elective courses. A major curriculum leading to an associate’s degree requires a minimum of 90 credit hours in specific courses or approved elective courses.

Students are requested to declare their academic majors prior to initial university enrollment. The appropriate form for this procedure is distributed during the admissions process and must be completed and returned to the registrar no later than registration. Students should then follow the requirements of their major found in the University catalog. The registrar must be informed of any anticipated changes in a student’s academic plans. A student changing a major must complete the Change of Major form (available through the registrar's office) at the beginning of the term. The decision to change majors should be made as early as possible to avoid taking unnecessary courses and lengthening the time required to complete a program.

Students using veteran benefits must consult with the campus veterans affairs officer for advisement before changing their majors.

Change of Major

Students will be allowed one change of major. Changing from a day program to an evening program of the same major is not considered a change of major. Changing from an associate’s program to a bachelor’s program in the same major is not considered a change of major. A student may change his or her program at any point of his or her enrollment. Courses that apply to the second major will be recorded as earned credit and will
affect the student’s CGPA (Cumulative Grade Point Average). For ICR (Incremental Completion Rate) purposes, earned credit applied to the new program will reduce the total number of credits that must be attempted within the program. Therefore, the maximum allowable credits is one and one-half times the number of credits remaining to complete for graduation. Students who change programs and students who change session times within the same program must sign a new program enrollment form, which must be filed in the student’s academic file.

Fully online students must contact their Academic Advisor to change their major.

**CREDIT FOR TRANSFER WORK**

**Acceptance of Transfer Credit**

Credit for transfer work will be given if the courses were taken at an accredited collegiate institution, the course was equivalent to courses offered at South University or compatible with South University’s distribution requirements, and the course carries a grade of C or better. (A grade of C- from colleges that award + and – grades is not transferable). However, coursework will be evaluated for its current relevance and may not transfer if the material in the coursework is outdated. University credit will not be given for developmental courses such as basic mathematics or English. Students should consult with the registrar about questions related to acceptance of transfer credit. Credits earned at an accredited technical college may not transfer unless the credit earned is equivalent to courses offered in degree programs including the associate’s degree.

Acceptance of credits earned at other institutions and/or through examination is limited to 60% of the total hours required for an undergraduate degree. No more than half the major area course requirements can be earned through transfer and/or exemption credit.

The University reserves the right to reject any or all credits from other institutions, regardless of their accreditation status, when it determines through investigation or otherwise that the quality of instruction at such institutions is for any reason deficient or unsatisfactory. The judgment of the University on this question shall be final. The University reserves the right to disallow transfer credit for courses if the student’s subsequent grades in required courses in the same subject fall below average.

**Acceptance of Graduate Transfer Credit**

Transfer credit may be allowed in some graduate or post-baccalaureate degree programs at the discretion of the School Dean or Department Chair. However, the majority of credits toward any graduate or post-baccalaureate degree program must be earned at South University.
DEFINITION OF A CREDIT HOUR

South University operates on a quarter system, with each quarter having approximately 10-12 weeks.

Course credit is awarded on the basis of the number of hours spent in lecture and/or lab situations. One credit hour is equivalent to at least 10 hours of lecture, 40 hours of lab work, 40 hours of externship or clinical practicum, or a combination of these three.

COURSE LOAD

To complete program requirements in a timely manner, most students choose to attend classes full-time and enroll in 4 quarters per year. Course load designations are as follows:

- Half-Time - 6-8 quarter hrs
- Three-Quarter Time - 9-11 quarter hrs
- Full-Time - 12-16 quarter hrs

Students wishing to enroll in more than 20 quarter hours must have the permission of their academic advisor and the dean of academic affairs. Overloads will only be approved for students who exhibit outstanding academic performance.

Fully online students may only take a maximum of two classes each 5½ week session.

DROPPING AND ADDING A COURSE

Drop/Add

Students may adjust their schedules without penalty by dropping and/or adding courses during the first week of classes. Specific dates are reflected on the academic calendar or can be obtained through the Registrar's office. Students are encouraged to consult the professor and/or department chair before dropping any course. All schedule revisions must be made through the registrar's office, where an official Drop/Add Form must be completed. Students should consult with financial aid to ascertain implications of schedule changes. Courses cannot be added after the late registration period indicated on the University calendar.

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

Dropping Courses

Courses that are dropped after the Drop/Add period but prior to the end of the ninth week of the quarter, or equivalent percentage, will result in a grade of “W”.

Courses that are dropped after the Drop/Add period but prior to the end of the ninth week of the quarter, Week 4½ or 31st day of 5½ week term, or equivalent percentage, will result in a grade of “W”. Courses dropped after this point will result in the grade of a WF.
OFFICIAL WITHDRAWALS FROM THE INSTITUTION

To withdraw officially from the institution, students must contact the office of the registrar to provide notification of their intention to withdraw. New students who withdraw from the institution prior to the end of the first week of class will have no attempted courses shown on their record. Students officially withdrawing prior to the end of the ninth week of the quarter will receive a grade of W. Students officially withdrawing after the ninth week of the quarter will receive a grade of WF.

Fully online students who wish to officially withdraw from school must contact their academic advisor. Students who attend classes and withdraw in the first session of their quarter and do not attend the second session will receive a WX for those classes. Failure to attend all of your scheduled classes during the first week of the session will result in a withdrawal from school. Failure to attend one of your scheduled classes during the first week of the session will result in a class only drop. Students may receive a W for those classes and may be responsible for any charges.

Veterans should be aware that the Veterans Administration will not pay for a course that a student drops after the first week of class unless extreme circumstances justify course withdrawal. Veterans should consult the campus veterans officer before withdrawing from any class after the first week of the quarter.

AUDITING COURSES

A student wishing to audit a course without receiving credit must obtain permission from the campus academic affairs officer and complete and sign a class audit form before registering for the course. (Policy for some courses forbids auditing.) A student may not change from audit to credit status or from credit to audit status after the registration process has been completed. A grade designation of AU will be recorded on student transcripts for audited courses. The regular schedule of fees applies to auditors. Unauthorized auditing is prohibited. Online courses cannot be audited.

GRADE LEVEL CLASSIFICATION

Students are classified according to the number of credit hours earned toward completion of the program. Students with fewer than 36 credits are considered freshmen; with as many as 37 but fewer than 90, a sophomore; with as many as 91 but fewer than 126, a junior; and with 127 or more, a senior, as illustrated in the following table:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0-36</td>
</tr>
<tr>
<td>Sophomore</td>
<td>37-90</td>
</tr>
<tr>
<td>Junior</td>
<td>91-126</td>
</tr>
<tr>
<td>Senior</td>
<td>127+</td>
</tr>
</tbody>
</table>
ATTENDANCE

South University does not have an institutional attendance policy. However, because absences result in lower achievement, students are encouraged to attend each class session. Faculty members may establish attendance policies for their classes at their own discretion. Students are responsible for knowing and complying with course requirements, including attendance policies, as published by professors. Therefore, they should consult with their professors at the beginning of each term about the policy in effect. A leave of absence option is not available.

Students, whether present or absent from class, are responsible for knowing all that is announced, discussed, or lectured upon in class or lab, as well as for mastering all assigned reading. In addition, students are responsible for submitting on time all assignments and tests. Make-up work may be permitted at the professor’s discretion.

CALCULATION OF GRADE POINT AVERAGE

The cumulative grade point average is determined by dividing the total number of quality points, calculated by multiplying the numeric equivalents of course grades (e.g., A=4.0) by the number of credit hours assigned to each course (e.g., 4 credit hours x 4.0), by the total number of credit hours attempted. Transfer credits, course exemptions, and non-punitive grades will not be used in determining grade point average.

The following symbols are used on grade reports, but are not used in the determination of a student’s grade point average:

EX - Course Exempted
PR - Course Credit Earned Through Credit by Examination
TR - Course Credit Earned Through Transfer
P - Pass
AU - Audit
W - Withdrawal, no grade penalty
WX - Withdrawal, never attended (no course credit or residence credit)
I* - Incomplete

* Incompletes are given at the discretion of the faculty member to any student who does not complete the course requirements. To receive an incomplete the student must complete at least one-half of the course requirements; then, it is the student's responsibility to complete the

GRADING SYSTEM

<table>
<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
<th>Range</th>
<th>Interpretation</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4.0</td>
<td>90-100</td>
<td>Excellent</td>
</tr>
<tr>
<td>B</td>
<td>3.0</td>
<td>80-89</td>
<td>Above Average</td>
</tr>
<tr>
<td>C</td>
<td>2.0</td>
<td>70-79</td>
<td>Average</td>
</tr>
<tr>
<td>D</td>
<td>1.0</td>
<td>60-69</td>
<td>Minimum Passing</td>
</tr>
<tr>
<td>F</td>
<td>0.0</td>
<td>0-59</td>
<td>Failure</td>
</tr>
<tr>
<td>WF</td>
<td>0.0</td>
<td></td>
<td>Punitive, Withdrawal/Fail</td>
</tr>
<tr>
<td>WX</td>
<td>4.0</td>
<td></td>
<td>Non-Punitive, Withdraw,</td>
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<td></td>
<td></td>
<td></td>
<td>Registered, never</td>
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<td></td>
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<td>attended</td>
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</tbody>
</table>
remainder of the required course work. Incomplete grades must be cleared by the end of the second week of the subsequent quarter (unless special approval is received from the vice president or dean of academic affairs) or the incomplete will be changed to an F. The final grade for the course will be designated on the transcript by the appropriate letter grade.

REPEATING COURSES

Students may repeat course work as necessary to meet academic requirements. The last grade received replaces any previous course grades in the calculation of the cumulative grade point average unless the last grade is one of the following: W, WX, or AU. When one of these is the last grade, the previous grade continues to be used in the GPA calculation. Veteran students can only receive benefits when repeating courses for which failing grades were earned. Developmental courses can be taken no more than three times.

GRADE REPORTING AND CHALLENGES

Grade reports are made available to students at the end of each term. Fully online students may request a grade report from the Student Support center at studentsupport@southuniversity.edu.

Any student wishing to challenge a final course grade must first discuss the grade with the instructor of the course in question within fourteen days of the end of finals week in writing. Challenges after that time will not be permitted, and the grade recorded on the official grade sheets will prevail.

If the appeal is not resolved to the student’s satisfaction by the instructor it must be appealed to the department chair /program director (whomever is located on the student’s campus) and then the Dean of Academic Affairs on that campus. If still not resolved to the student's satisfaction the student must appeal to the Dean of the School offering the course.

University Examinations/ Culture of Assessment

South University seeks to provide an optimal learning experience for each of its students. To provide evidence of learning achievement in the classroom, students are required to participate in university level assessment activities (i.e. MAPP, Portfolios, etc.) on an ongoing basis throughout their academic studies. Current university level assessment activities are focused on general education learning outcomes (skills in the areas of mathematics, communications, critical thinking, etc.) in the undergraduate programs, in addition to the learning assessment which takes place in each academic program. The final formal examinations of general education skills occur prior to graduation, usually after students enter their final two quarters of their program. Students’ scores
will not be factored into their GPA or entered on their transcript. Completion of these exams is an official university requirement for graduation.

HONORS

Only work taken at South University will be considered in computing honors.

President’s List - Published quarterly, the president’s list honors those students who demonstrate outstanding academic achievement. To be eligible for the President’s List, a student must complete a minimum of twelve credit hours and earn a grade point average of 4.00. Graduate students, except for those in the pharmacy program, are not included.

Dean’s List - Published quarterly, the Dean’s List honors those students who demonstrate outstanding academic achievement. To be eligible for the dean’s list, a student must complete a minimum of eight quarter hours and earn a grade point average of 3.5 or above.

Undergraduate Honors

Cum Laude - Undergraduate degree students graduating with a grade point average of 3.50 through 3.69 will be graduated cum laude.

Magna cum Laude - Undergraduate degree students graduating with a grade point average of 3.70 through 3.89 will be graduated magna cum laude.

Summa cum Laude - Undergraduate degree students graduating with a grade point average of 3.90 through 4.00 will be graduated summa cum laude.

Graduate Honors

Honors – Graduate degree students graduating with a grade point average of 3.75 through 3.89 will be graduated with Honors.

High Honors – Graduate degree students graduating with a grade point average of 3.90 through 4.00 will graduate with High Honors.

SATISFACTORY PROGRESS STANDARDS: Undergraduate Satisfactory Academic Progress Policy and Procedures

Applicable to every student enrolled in undergraduate degree programs, the Satisfactory Academic Progress Policy ensures that students make satisfactory progress towards a successful completion of their academic programs. The criteria and standards contained in this policy are set to recognize exemplary academic achievements or to detect problems for which actions of early intervention and/or remediation can be taken. The Satisfactory Academic Progress Policy complies with requirements of accrediting commission(s) along with federal regulatory guidelines.

A student must demonstrate academic progress by successfully completing courses attempted. Completing courses with “C” or better grades indi-
cates academic progress. Receiving “D” or lower grades and/or withdrawing from classes may put students at risk. Poor academic performance may lead to academic probation and/or dismissal. It is very important that students attend all registered courses and complete them successfully. Should a compelling reason arise that requires a student to cease attendance, it is the student’s responsibility to immediately contact the school or campus.

The following criteria are used to determine whether or not a student is making academic progress, a student must be able to:

- Maintain a minimum acceptable cumulative grade point average;
- Achieve the minimum incremental completion rate; and
- Complete the program within a maximum allowable time frame.

Administrative actions will be taken when a student fails to meet the minimum standards of any of the above criteria. If the resulting action results in dismissal, a student may appeal the dismissal. If the appeal is denied, the student will be dismissed.

The Satisfactory Academic Progress Policy contains the following sections:

I. Criteria for Honor Designations
II. Minimum Standards for Academic Progress
III. Consequences for Failing to Meet the Minimum Standards
IV. Procedure for Appealing Academic Dismissal
V. Procedure for Re-Entry after Academic Dismissal
VI. Explanations of Related Issues

The school has the right to modify the satisfactory academic progress policy at any time.

I. Criteria for Honor Designation

To promote academic excellence and to recognize exemplary academic achievement, the following system is recommended for honor designations on a term basis and upon graduation.

a). Term Honor Designation

Any student who enrolls for and completes 8 credits or more is eligible for the following designations: Honors, Dean’s List, and President’s List.

b). Honor Designation at Graduation

Any student who achieves a Cumulative Grade Point Average of 3.50 or better is designated an Honor Graduate.

II. Minimum Standards for Academic Progress

To maintain academic progress, each student must meet the required minimum standards of the following three criteria:

- Maintain a minimum acceptable cumulative grade point average;
- Achieve the minimum incremental completion rate; and
- Complete the program within a maximum allowable time frame.
a. **Cumulative Grade Point Average (CGPA)**
   To continue enrollment in an academic program, students enrolled in degree programs on the quarter system must:
   - Achieve a minimum CGPA of 1.00 at the end of the third academic term.
   - Achieve a minimum CGPA of 1.50 at the end of the fifth academic term.
   - Achieve a minimum CGPA of 2.00 at the end of the seventh academic term and every other term thereafter (9th, 11th, 13th, and so forth).

   In order to be eligible for graduation, a student must achieve a CGPA of 2.00 at the time of graduation. All grades except Withdrawn (W), Pass (P), Proficiency (PR), transfer (TR), Test Out (TO), and remedial courses are calculated into the CGPA.

b. **Incremental Completion Rate (ICR)**
   To continue enrollment in a degree program on the quarter system, a student must also:
   - Successfully complete at least 60% of the cumulative attempted course credits at the end of the third term.
   - Successfully complete at least 63% of the cumulative attempted course credits at the end of the fifth term and 66.67% of the cumulative attempted course credits at the end of the seventh term and every other term thereafter (9th, 11th, 13th, and so forth).

## III. Consequences for Failing to Meet Minimum Standards

a). **Academic Probation:**
   1. Students enrolled in a degree program will be placed on academic probation if their CGPA is below 1.00 at the end of third quarter, and below 1.50 at the end of fifth quarter. A student placed on probation at the end of third quarter may remain on probation at the end of fifth quarter provided his or her CGPA is at least 1.50. However, the student must achieve a CGPA of 2.00 at the end of seventh quarter or the student will be dismissed.

   2. Students enrolled in a degree program will be placed on academic probation if their ICR is below 66.67% at the end of seventh quarter.

   In both circumstances, the student must meet the ICR threshold at the point of his or her next evaluation or be dismissed.

   A student on academic probation status is deemed to be making satisfactory academic progress, and remains eligible for financial aid.

b). **Academic Dismissal:**
   A student enrolled in a degree program will be academically dismissed for any of the following conditions:
1. CGPA below 2.0 at the end of the seventh quarter of the program and every other quarter thereafter.
2. ICR below 66.67% at the end of the ninth quarter and every other quarter thereafter.
3. Failing to complete all program requirements within the maximum allowable timeframe.

Student enrolled in remedial courses must be able to pass a remedial course after three attempts or that student will be academically dismissed.

Please note that a student may be terminated for academic reasons without previous academic action.

IV. Procedure for Appealing Academic Dismissal

Any student wishing to appeal an academic dismissal may do so in writing to the Dean of Academic Affairs. Fully online students must send appeals to their Academic Advisor. Appeals will be forwarded to the Appeals Committee.

The written appeal must state the mitigating circumstances that contributed to the dismissal. The written appeal must be supported with appropriate documentation of the mitigating circumstances with explanation on how the circumstances have been remedied or changed. Mitigating circumstances are events that are outside the student's control and are unavoidable.

The Dean of Academic Affairs or an appeals committee will review the student's appeal and will determine whether the circumstances and academic status warrant consideration for reinstatement. The student may be asked to appear in person during the review process when deemed necessary by the Dean or the Committee. The Appeal process ends with the Campus President on each campus.

A student who is granted an appeal may be reinstated and, if otherwise eligible, receive financial aid; however, the student will be placed on probation at the start of the academic term.

V. Procedure for Reentry

After Academic Dismissal

A student denied an appeal must sit out one year before being eligible for Re-entry. A student terminated for violating satisfactory academic progress must appeal in writing to the Dean of Academic Affairs for re-entry before the start of the term in which he/she wishes to return. Also, any student who ceased attendance and whose grades in the last term of attendance caused him or her to not meet the minimum standards of the academic progress must go through the same appeal process. The appeal procedure described in the preceding section applies. The student must demonstrate resolution to any mitigating circumstances.
If the appeal is granted, the re-entering student will be placed on probation at the start of the term of return. The student must meet the standards of academic progress by the end of his or her third term. The student may be asked to retake courses previously failed in order to raise both the CPGA and ICR. A student is allowed one and only one reentry appeal after being academically terminated.

VI. Explanations of Related Issues

a. Calculation of CGPA
A student’s cumulative grade point average is calculated by (1) Multiplying credits for each course by grade points associated with the grade earned; (2) Totaling the grade points earned for all the courses, and (3) Dividing total grade points earned by the total number of quality credits

b. Transitional Studies Courses
South University requires academic placement tests. Depending on test scores, students may be required to take remedial courses. Students must successfully complete such courses in order to progress in the program. Remedial course credits do not count towards the total number of credits for graduation nor do they count in the CGPA; however, they do count in determining the maximum time frame and the incremental completion rate.

c. Repeated Courses and Grades
Grades achieved in repeated classes will replace withdrawn or failing grades. Withdrawn and failing grades are included in the maximum allowable time frame and incremental completion rate. The grade ‘I’ indicates Incomplete and is calculated as if it is an ‘F’ for CGPA and ICR purposes until it is changed to another grade. Students may also retake a class in which they received a passing grade in order to improve their CGPA.

d. Remediation of Academic Deficiencies
It is strongly recommended that any student with withdrawn or failing grades register for the same course(s) in the subsequent term to improve academic performance.

e. Transfer Credits
Credits from transfer courses are not calculated in the maximum allowable credits or incremental completion rate requirements; however, transfer credits do reduce the total number of credits that must be attempted within the program. Therefore, the maximum attempted credits for a student with transfer credit is one and one-half times the number of credits remaining to complete the program.
Grades for credits transferred from any post-secondary institution will be recorded as “TR” and will not affect the student’s CGPA. Grades from courses taken in a program within the same school group, if applicable to a transfer program, will be recorded as earned credit and will affect the student’s CGPA.

In cases in which a student has graduated from one program then subsequently begins work in a different program, grades earned in the first program will be recorded as transfer credit (“TR”) and will not be applied to the student’s new program CGPA calculation.

CHANGE OF PROGRAM

Students will be allowed one change of program. Changing from a day program to an evening program of the same major is not considered a change of major. Changing from an associate’s program to a bachelor’s program in the same major is not considered a change of major. A student may change his or her program at any point of his or her enrollment. Courses that apply to the second major will be recorded as earned credit and will affect the student’s CGPA. For ICR purposes earned credit applied to the new program will reduce the total number of credits that must be attempted within the program. Therefore, the maximum allowable credits is one and one-half times the number of credits remaining to complete for graduation. Students who change programs and students who change session times within the same program must sign a new program enrollment form [or the like] which must be filed in the student’s academic file.

TRANSFERS

A student must be in good satisfactory academic standing on order to be allowed the opportunity of transferring from one program to another or from one school or campus to another. A student who has been terminated and wishes to transfer to another EDMC school must appeal his/her dismissal at the originating school and receive reinstatement prior to the transfer.

GRADUATE STUDENT SATISFACTORY ACADEMIC PROGRESS POLICY & PROCEDURES

Requirements for Satisfactory Academic Progress

The following is a description of the required minimum satisfactory academic progress requirements that must be met:

- Students must complete their program within a maximum time-frame of 150 percent of the normal published length of the program.
- Students must maintain a cumulative grade point average of 3.0 or above
Academic Probation

All students, regardless of the program in which they are enrolled, will be placed on academic probation if:
• The cumulative GPA is below the stated requirement of the program in which the student is enrolled.
• The student has failed to earn 67 percent of credits attempted on a cumulative basis.

Students on probation continue to be eligible to receive financial aid.

Criteria for Removal from Academic Probation

Students will be removed from academic probation when they have met the requirements for satisfactory academic progress.

Schedule for Removal from Academic Probation

After being placed on academic probation, students in term-based programs will have a maximum of two terms to meet the requirements for satisfactory academic progress.

SATISFACTORY PROGRESS STANDARDS:
School of Pharmacy

Grading and Credit Hours

The School of Pharmacy employs the following grading scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>90 and above</td>
<td>4.00</td>
</tr>
<tr>
<td>89</td>
<td>3.90</td>
</tr>
<tr>
<td>88</td>
<td>3.80</td>
</tr>
<tr>
<td>87</td>
<td>3.70</td>
</tr>
</tbody>
</table>

86 3.60
85 3.50
84 3.40
83 3.30
82 3.20
81 3.10
80 3.00
79 2.90
78 2.80
77 2.70
76 2.60
75 2.50
74 2.40
73 2.30
72 2.20
71 2.10
70 2.00
69 1.80
68 1.60
67 1.40
66 1.20
65 1.00
64 and below 0.00

For the pharmacy program, courses are rated at one credit hour for 10 hours of lecture, 20 hours of recitation/small group discussion, or 30 hours of laboratory and/or practice session. A total of 2.0 credit hours will be assigned for each Introductory Practice Experience/Rotation and 1.6 credit hours will be assigned for each week of Advanced Practice Experiences/Rotations. A cumulative grade point average will be calculated and posted on the student’s transcript at the end of each academic quarter. Class ranking information is available upon request from the Office of the Associate Dean of Academic Affairs.
and Assessment of the School of Pharmacy and is based on actual grade percentages earned in each course.

**Grade Appeals**

A student has the right to file a formal appeal if there is a disagreement, based on an appropriate concern, with the final grade which has been awarded in a course. The procedure for bringing an academic appeal is as follows:

1. A formal appeal must be initiated within 10 business days following the published date that grades are due at the end of an academic term. The entire appeal process should be completed within 30 calendar days following the initiation of the process.

2. The student must initiate the process by presenting the appeal in writing to the faculty member in charge of the course. It is the responsibility of the faculty member to notify, in writing, the appropriate department chairperson and the dean of the School of Pharmacy that a grade appeal has been filed. After reviewing the student's appeal, the faculty member will render a decision in writing no later than 10 calendar days after receiving the appeal.

3. If the faculty member does not resolve the appeal, the student may present it in writing to the appropriate department chairperson. After reviewing the student's appeal, the department chairperson will render a decision in writing no later than 10 calendar days after receiving the appeal.

4. If the department chairperson does not resolve the appeal, the student may present it in writing to the Dean of the School of Pharmacy. After reviewing the student's appeal, the Dean will render a decision in writing no later than 10 calendar days after receiving the appeal.

Fully online students must contact their Academic Advisor to appeal a grade. Plus students should contact their online point person to appeal a grade in an online class.

Due to the challenging nature of the year-round, accelerated curriculum, the School of Pharmacy has adopted a progressions policy intended to accommodate the lack of extended breaks inherent in semester-based traditional academic year programs. The goal of this policy is to balance the commitment of the school's faculty to student instruction and retention with the responsibility of the faculty to protect and preserve the public health.

The Scholastic and Professional Standing Committee (SPSC) is charged with administering the progressions policy thereby monitoring students' academic and professional progress through the curriculum. The committee regularly reviews (no less frequent than at the end of each quarter) the performance of each student, based on scholastic and professional standards.
The SPSC will recommend an action appropriate to the particular student standing and record, (i.e., progression to the next quarter, graduation, probation, probation with remedial action, removal from probation, academic leave, placement in an extended track, suspension, dismissal or other action.) Recommendations for graduation are made to the dean and to the faculty, since graduation requires approval by the faculty.

All other recommendations are made to the dean of the School of Pharmacy. Students must be promoted by action of the SPSC and vote of the faculty. Promotion is not automatic, but must be earned on appropriate performance and satisfaction of prior course work. The SPSC may also recommend other actions, including but not limited to adjustment of academic load, repetition of coursework and participation in counseling sessions. Although the SPSC considers the overall record of the student in making decisions, the SPSC will rely heavily on the following general guidelines in making its recommendations:

1. Meeting either of the following conditions will result in a student being placed on academic probation (see Probation below) for the next three academic quarters:
   - Receiving a course grade of 0.00 (F)
   - Posting a quarterly grade point average (GPA) < 2.00 for a single quarter

2. Meeting any of the following conditions will result in a student having a mandatory meeting with the Scholastic and Professional Standards Committee (SPSC) to discuss their academic performance and progress within the Pharmacy program:
   - Failing to meet the conditions of academic probation
   - Receiving a 2nd course grade of 0.00 (F)
   - Posting a quarterly grade point average (GPA) < 2.00 for more than one quarter
   - Receiving more than three course grades < 2.00 (D or F)
   - Receiving an individual rotation (Introductory or Advanced Practice Experience) grade < 2.00

Students meeting any of the criteria above will be subject to action by the Scholastic and Professional Standards Committee (SPSC). Possible actions include academic counseling, placement in special elective courses or programs of study to address academic deficiencies, placement on academic probation, placement in an extended academic track*, suspension, dismissal from the School of Pharmacy or combinations thereof.

*Academic track where the student must repeat all coursework with final course grades <2.00. The repeat coursework must be completed in the year immediately following and may be utilized by a student only once.
Probation:

Academic probation is a special status for students with academic deficiencies. While on probation, students must post quarterly grade point averages $\geq 2.00$ with no course grades of $0.00$ (F). Students who meet these requirements for the probationary period will be removed from academic probation at the beginning of the next academic quarter. Students who do not meet the requirements of their probationary status will be subject to action by the Scholastic and Professional Standards Committee (SPSC). Possible actions include academic counseling, placement in special elective courses or programs of study to address academic deficiencies, placement in an extended academic track, suspension, or dismissal from the School of Pharmacy.

Students on probation will not be permitted to seek or hold offices in any student organization or participate in extracurricular activities which involve a significant time commitment. No student who is on academic suspension, on an extended academic track, or who has been dismissed from the Pharmacy program may hold office in any student organization affiliated with the School of Pharmacy.

Remediation:

Remediation should be regarded as a privilege, which must be earned by a student through active participation in the educational program as demonstrated by regular class attendance, individual initiative, and utilization of available academic resources. Students should recognize that the need to remediate coursework may delay the timetable for their graduation from the Pharmacy program.

Decisions by the Scholastic and Professional Standards Committee regarding remediation will be made on an individual basis after considering all pertinent information. The Scholastic and Professional Standards Committee will base its decision on the student's academic record and further consideration after consultation with the student, the Preceptor or Course Coordinator(s), Pharmacy School Administration, and the student's Faculty Advisor, where appropriate.

In reviewing the student's academic deficiencies, the following guidelines will be used:

- The Scholastic and Professional Standards Committee will consider all individual failing grades as requiring remediation.
- Educational objectives and evaluation techniques for remedial courses should be the same as the educational objectives and evaluation techniques for courses in the regular curriculum. The specific content and format of remedial courses are at the discretion of the course instructor(s) and/or course coordinator(s).
- Where deemed appropriate, the Scholastic and Professional Standards Committee, after consultation
with the Course Coordinator(s), Faculty Advisor, or appropriate Department Chair, may recommend any of the following options for the student:

**Didactic Courses:**
1. Students with a final grade of 0.00 (F) in a course will be required to remediate (or repeat) the course. The specific content and format of the repeated course are at the discretion of the course coordinator(s).
2. Any course receiving a grade of 0.00 (F) must be repeated during the specified time periods allotted for remediation. Courses delivered in Quarter 1 must be remediated prior to the start of Quarter 5, all courses presented in Quarters 2 – 4 will be remediated during the Introductory Practice Experiences/Rotations (Quarter 5), and all courses delivered in Quarters 6 - 9 must be remediated during Quarter 10 prior to Advanced Practice Experiences/Rotations. It is the responsibility of both the faculty and the student(s) involved in remediation to ensure that all remediations are carried out in a timely manner, as outlined above. A remediation fee of $1,500 per remediated course will be charged. This fee will be assessed for all course remediations.
3. Students who fail to successfully complete course remediation will be required to meet with the Scholastic and Professional Standards Committee to discuss their academic progression within the Pharmacy program. In such cases, the Scholastic and Professional Standards Committee may recommend any of the following actions:
   - Repetition of the academic year
   - Entrance into an extended academic track
   - Suspension from the Pharmacy Program
   - Dismissal from the Pharmacy Program

**Experiential Rotations:**
1. In the case of a failure in a rotation (score < 2.00), the Department Chair of Pharmacy Practice may assign the site and the preceptor of the subsequent rotation. More information on make-up rotations can be found in the Introductory & Advanced Practice Experiential Handbooks.
   - Students failing rotations will be required to meet with the Scholastic and Professional Standards Committee to discuss their academic progress. The Scholastic and Professional Standards Committee may recommend any of the following actions (alone or in combination):
     1. Repetition of the academic year
     2. Entrance into an extended academic track
3. Dismissal from the Pharmacy Program
4. Academic/Professional Counseling

The grade earned from the remediation of either a didactic course or experiential rotation will be recorded on the student’s transcript along with the original grade. The remediation grade will be recorded on the transcript with an asterisk. For those students required to remediate at an off-campus location, a footnote will specify where the remediation took place.

**Academic Progressions**

**Appeals Process:**

A student has the right to file an appeal if there is a disagreement with the final disposition of proceedings rendered by the Scholastic and Professional Standards Committee (SPSC). The procedure for such appeals is as follows:

1. A formal appeal must be initiated within 10 business days following the student’s receipt of the written notification of the SPSC’s action. The entire appeal process should be completed within 30 calendar days following initiation of the process.
2. The student must initiate the process by presenting the appeal in writing to the Chair of the Scholastic and Professional Standards Committee. It is the responsibility of the Chair of the Scholastic and Professional Standards Committee, to notify, in writing, the appropriate department chairperson and the Dean of the School of Pharmacy that an appeal has been filed. After reviewing the student’s appeal, the Chair of the Scholastic and Professional Standards Committee will render a decision in writing no later than 10 calendar days after receiving the appeal.
3. If the SPSC Chair does not resolve the appeal, the student may present it in writing to the Dean of the School of Pharmacy. After reviewing the student’s appeal, the Dean will render a decision in writing no later than 10 calendar days after receiving the appeal.

**Suspension:**

A student may be placed on academic suspension, a status in which a student is still affiliated with the School of Pharmacy but not actively enrolled in Pharmacy classes, for failure to achieve satisfactory scholastic and professional performance, as outlined in the academic criteria described above.

**Dismissal:**

A student may be dismissed from the Doctor of Pharmacy program for failure to achieve satisfactory scholastic and professional performance, as outlined in the academic criteria described above.

**Graduation:**

All course scores of 0.00 (F) must be successfully remediated and a cumulative grade point of $\geq 2.00$ must
be achieved to graduate from the Doctor of Pharmacy program. As noted earlier, students should recognize that the need to remediate coursework may adversely affect the timetable for their graduation from the Pharmacy program.

Off-Campus Curricular Requirements

Practice sites have been recruited to support the experiential component of the School of Pharmacy curriculum. Early activity will be focused on the introductory practice experiences. Students will be precepted at sites in all three phases of practice experience: introductory, intermediate and advanced.

Experiential sites will include, but not be limited to, chain and independent community pharmacies, teaching and community hospitals, long term care facilities, managed care facilities, pharmaceutical companies, home infusion therapy companies, regulatory agencies, family practice clinics and a veterinary hospital, among others.

SATISFACTORY PROGRESS STANDARDS: Anesthesiologist Assistant Program

Continuation Requirements

The faculty’s judgment of a student’s suitability and fitness for continuation in the program is based upon classroom performance, clinical performance and standards of conduct appropriate for a health professional. Standards of conduct include: trustworthiness; responsibility to duty; appropriate interaction with patients, patients’ families, other healthcare professionals; and professional demeanor.

The Progress and Promotions Committee

The Progress and Promotions Committee meets immediately after all grades are submitted at the end of each quarter. The committee reviews each student’s classroom, laboratory and clinical grades, comments on attitude and conduct, and any other information that is available to aid in evaluation of each student. The Committee makes a recommendation to the Program Directors as to whether the student should advance to the next academic quarter in good standing; advance on probation; enter intensive clinical; enter a decelerated program; or be dismissed from the program. The Program Directors will then notify the student in person, and in writing, of any recommendation by the Committee other than advance in good standing. The Program Directors will copy the Vice President of Academic Affairs on all correspondence with students regarding recommendations of the Progress and Promotions Committee. When the Committee recommends dismissal, the Program Directors will compose a letter to the Vice President of Academic Affairs providing details
and justification for the dismissal. The Vice President of Academic Affairs will send official notification of the action to the student on behalf of the University.

**Academic Performance**

Each student’s academic performance is reviewed by the Progress and Promotions Committee at the end of each quarter or more often if academic problems arise. Continuation as a student in good standing is dependent upon a student’s maintaining a quarter grade point average of 2.0 or higher and receiving no letter grade of F and no more than one letter grade of D in any course in any quarter.

**Comprehensive Examination (at the completion of the 5th quarter)**

The curriculum contains a comprehensive examination at the end of the fifth quarter. Students who do not successfully complete the examination will be prohibited from advancing to the sixth academic quarter. The senior year consists of full-time clinical work, for which students must be adequately prepared in all aspects of their education and training. This includes a strong knowledge base, along with adequate clinical skills, satisfactory attitude and appropriate patient and operating room decorum.

**Probation**

Probation for the successive quarter will be assigned to any student who meets one of the following criteria in any academic quarter:

1. Academic quarter GPA < 2.0; OR
2. Letter grade of F in any course; OR
3. Letter grades of D in any two or more courses
4. Inadequate clinical performance as judged by daily evaluations
5. Breach of ethical, moral or professional conduct

The student who is placed on probation must meet the criteria for continuation by the end of the next quarter, or that student is subject to dismissal. That is, the student on probation must attain quarter and cumulative GPAs of 2.0 or higher at the end of the quarter during which he/she is on probation.

If a student is placed on probation at the end of the eighth (8th) academic quarter, then his/her degree program will be extended for one quarter and he/she must meet continuation requirements at the end of the extra quarter in order to become a degree candidate. Failure to achieve a cumulative GPA of 2.0 or higher by the end of the extra quarter is grounds for dismissal.

**Grounds for Immediate Dismissal**

A student may be dismissed immediately from the program without being placed on probation if he/she meets any one of the following criteria in one academic quarter:
1. Letter grade of F in two or more courses; OR
2. Letter grade of D in four or more courses; OR
3. Violation of ethical conduct.

Decelerated Program
A student who receives a letter grade of F in any course must retake that course and achieve a letter grade of C or higher in order to continue in the Program. Since didactic courses are taught on an annual basis, receiving a letter grade of F in any course will extend that student’s degree program by a minimum of one quarter. If, upon retaking the course, the student does not receive a grade of C or higher, then that student may be dismissed from the Program.

Conduct
The South University Student Handbook defines a Code of Conduct that must be followed by all students. Failure to comply with general university policies may result in dismissal from the Program and the University according to defined disciplinary procedures enforced by the Dean of Student Affairs. All disciplinary actions will be reported to the Progress and Promotions Committee and will be considered relative to the student’s suit-ability for continued participation in the Program and entry into the AA profession. Each student shall be attired appropriately whenever he/she is in a clinical (patient care) environment.

Failure to adhere to appropriate guidelines for attire can result in dismissal from clinical activity with a resulting penalty applied for absence.

In the practice of anesthesia, the safety and well-being of patients is every practitioner’s first and foremost concern. The confidential acquisition and maintenance of patient data are also of paramount importance. To these ends, students must always interact appropriately with patients and patients’ families and maintain the confidentiality of medical records and all patient data. Interacting appropriately with patients and conducting oneself professionally are requisite to continuation in the program. Conduct can be reviewed and the privilege of working with patients can be withdrawn at any time. Inappropriate behavior and/or failure to maintain patient data in an appropriate, confidential manner according to the Health Insurance Portability and Accountability Act (HIPAA) guidelines are grounds for immediate review and for possible dismissal from the Program.

A student’s conduct can be reviewed at any time, including receipt of an unsatisfactory evaluation based on conduct or referral of a conduct issue to a Program Director. The Program Director shall take appropriate action based on the type and severity of the student’s misconduct, including referral of the matter to the Progress and Promotions Committee. The Program Director will inform the student of the Program’s receipt of
unsatisfactory evaluation or referral of conduct issue. The Program Director, in consultation with the Vice President of Academic Affairs, will suspend the clinical activity of any student whose conduct is deemed illegal under federal, state, or local laws or in violation of the rules and regulations of South University or in violation of the rules and regulations of the facility in which the conduct took place.

The Progress and Promotions Committee, after review of the conduct issue, shall recommend the action to be taken. Recommendation can be continuation, continuation with warning, continuation on probation, or dismissal. Severe transgressions from ethical and moral conduct, such as cheating, stealing, providing false documentation intended to deceive faculty or administration, may result in immediate dismissal from the Program. When appropriate, the Program Directors will forward a complete record of events related to the conduct issue along with the recommendation from the Progress and Promotion Committee to the Vice President of Academic Affairs for review. If the documented event(s) involves a serious offense, the student may be dismissed from South University School of Health Professions regardless of academic standing. For a lesser offense, the student may receive a letter of warning or be placed on probation. Repeat misconduct issues may result in dismissal from South University School of Health Professions.

**Dismissal**

Students may be dismissed from the program for failing to emerge from academic probation status, failing to improve sufficiently following remediation in class-room, laboratory or clinical activities, following repeated misconduct issues and counseling, or upon the recommendation of the Dean of Student Affairs for violation of the University Code of Conduct. When the Progress and Promotions Committee recommends that a student be dismissed from the program, the Program Directors will meet with the student and inform them of the Committee’s decision. The Program Directors will then forward a letter to the Academic Dean, who will send formal notification to the student and appropriate academic offices.

**Appeals Process**

Students may appeal the decision of the Progress and Promotions Committee. The student, through the Program Directors, may petition to meet with the Progress and Promotions Committee to present further details or extenuating circumstances of which the Committee may not be aware. The Committee may reaffirm its initial decision, reverse its initial decision, or refer the matter to an impartial ad-hoc investigative committee appointed by the Vice President of Academic Affairs. The Vice President of Academic Affairs will use the report from the ad-hoc committee and consultation with the
Program Directors, to reach a conclusion regarding the student’s disposition. The Vice President of Academic Affairs will send formal notification to the student and appropriate academic offices. The student may further appeal to the Chancellor, who will be the final arbiter in the process.

Grading

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

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>above average</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>average</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>below average</td>
<td>1</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>failing</td>
<td>0</td>
</tr>
<tr>
<td>WF</td>
<td>withdrawal while failing</td>
<td>0</td>
</tr>
<tr>
<td>WX</td>
<td>withdrawal, registered, never attended</td>
<td>0</td>
</tr>
<tr>
<td>P</td>
<td>Pass credit</td>
<td>0</td>
</tr>
<tr>
<td>I</td>
<td>incomplete</td>
<td></td>
</tr>
</tbody>
</table>

The notation “P” indicates a passing score in a course designated as Pass/Fail (P/F). A student receives credit hours for a P/F course, but there are no quality points assigned and a passing grade does not contribute to the student’s grade point average.

The notation “I” for incomplete will be submitted when assigned work has not been completed. If the work is not completed by the end of the second week of the subsequent academic quarter, a final grade of “F” will be assigned.

Satisfactory Progress Standards: All Other Graduate Programs

Requirements for Satisfactory Academic Progress

The following is a description of the required minimum satisfactory academic progress requirements that must be met:

- Students must complete their program within a maximum time-frame of 150 percent of the normal published length of the program.
- Students must maintain a cumulative grade point average of 3.0 or above.

Academic Probation

All students, regardless of the program in which they are enrolled, will be placed on academic probation if:

- The cumulative GPA is below the stated requirement of the program in which the student is enrolled.
• The student has failed to earn 67 percent of credits attempted on a cumulative basis.
  Students on probation continue to be eligible to receive financial aid.

Criteria for Removal from Academic Probation

Students will be removed from academic probation when they have met the requirements for satisfactory academic progress.

Schedule for Removal from Academic Probation

After being placed on academic probation, students in term-based programs will have a maximum of two terms to meet the requirements for satisfactory academic progress.

ACADEMIC STANDING AND ELIGIBILITY

The undergraduate Satisfactory Progress Standards explained in that section of this catalog went into effect January 1, 2006. These standards supersede all previous guidelines. Because these revised standards evaluate both the qualitative and quantitative achievement of the student, there are no separate academic eligibility criteria. Questions regarding satisfactory progress should be directed to the campus academic dean.

TRANSIENT STUDENTS

Students wishing to take classes at another institution while enrolled with South University should contact their Registrar’s office prior to enrolling in another institution. Students must be in good academic standing with South University. The Registrar’s office can provide guidance on what courses may transfer into South University from the other institution. Without prior approval no guarantees are made that courses taken at other universities will be accepted for credit at South University.

GRADUATION REQUIREMENTS

Associate’s and Bachelor’s Degrees

To receive an associate’s or bachelor’s degree or certificate, a student must satisfy these four requirements:
1. The student normally must complete the course requirements described in the catalog in effect when the student enrolled. However, academic programs are subject to change at the discretion of the institution. Students who leave the University longer than one calendar year will be required to meet catalog requirements in effect at the time of their return. Students may request department chair/coordination approval for a course substitution or waiver. The registrar or dean of academic affairs must approve deviation from any program requirements.
2. The student must receive a C or better in all major curriculum courses.
3. The student must have a cumulative grade point average of 2.0 or higher for all course work taken at the University. Students in the bachelor’s PA program must have a cumulative grade point average of 2.50. Students in the bachelor’s Nursing program must maintain a grade point average of 2.5 in all didactic courses and must earn a passing grade in all lab or practice courses. At least 40% of any undergraduate degree program must be taken at South University.
4. The student must abide by all University rules and regulations and settle any financial obligations to the University prior to graduation. Students in the baccalaureate degree nursing program must be able to meet the physical and mental demands per the statutory requirements of the State of Florida.

Master of Science degree
Graduation Requirements:

To receive a Master of Science degree a student must satisfy the following requirements:
1. The student normally must complete the course requirements described in the catalog in effect when the student enrolled. However, students who leave the University longer than one calendar year will be required to meet catalog require-

ments in effect at the time of their return.
2. The student must receive a minimum grade of C or better in all courses.
3. The student must have a cumulative grade point average of 2.5 or higher for all course work taken while in the South University Physician Assistant Program.
4. The student must take the SUPAP outcomes assessment prior to graduation. A summary evaluation of each student is conducted 6-8 weeks prior to program completion to assure students meet defined program expectations for knowledge and technical skills.
5. The student must successfully complete all competency and summative examinations.
6. The student must successfully complete the Master’s professional research paper and oral defense as outlined in Research 5003.

School of Pharmacy
Graduation Requirements

Students who have satisfactorily completed all academic requirements and who have been recommended by the Scholastic Standing Committee and by the School faculty (as indicated by the successful completion of the School of Pharmacy curriculum) may be awarded the Doctor of Pharmacy degree, provided that they are of good moral character and have met the following standards. They must:
1. Have successfully remediated all course scores of 0.00 (F).
2. Have completed the Doctor of Pharmacy curriculum with no less than a 2.00 cumulative grade point average.
3. Have satisfactorily completed four academic years of residence in a school of pharmacy that is either fully ACPE accredited or has ACPE pre-candidate or candidate status, the final two academic years of which must be completed at South University School of Pharmacy.
4. Have completed all legal and financial requirements of the School.
5. Have exhibited the ethical, professional, behavioral, and personal characteristics necessary for the practice of pharmacy.
6. Have completed a Clearance Check Form from the office of the registrar.
7. Have completed an exit interview with the office of financial aid if the student is a recipient of any form of financial aid.
8. Attend the Commencement at which the degree is awarded. Only in unusual circumstances, and with approval of the dean, will a degree be awarded in absentia.

A student who completes the curriculum is required to meet graduation requirements listed in the catalog of entry and/or any subsequent or additional program requirements. In the event of an extension beyond the three calendar years, the student must meet the requirements for the class with whom the individual graduates, and any other requirements specified by the Scholastic Standing Committee and the dean. Students must complete all requirements for graduation within five calendar years of the date of matriculation.

**Anesthesiologist Assistant Program Graduation Requirements**

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

1. Residence of nine academic quarters.
2. Satisfactory completion of all classroom, laboratory and clinical work.
3. Continued demonstration of ethical and moral behavior and appropriate clinical decorum.
4. Adherence to all federal, state, and local laws, especially those pertaining to substance abuse. Adherence to the rules and regulations of South University and of all institutions in which students have clinical rotations, especially those rules and regulations pertaining to patient care and confidentiality of medical records.
APPLICATION FOR GRADUATION

It is the responsibility of each potential graduate to complete an application for graduation. The application should be submitted during the registration period two quarters prior to the anticipated graduation date. Fully online students should request and submit the graduation application to their Academic Advisor.

ACADEMIC HONESTY

Academic dishonesty will not be tolerated. Plagiarism and cheating will result in one of several sanctions, depending on the seriousness of the offense. Infractions of the academic honesty policy may result in receiving a failing grade for the assignment, receiving a failing grade for the course or even expulsion from school. These policies apply to both undergraduate and graduate students.

For a full description of the Academic Honesty Policy and the possible sanctions, please refer to the Student Handbook and Faculty Handbook. Student Handbooks are available in the office of the Dean of Student Affairs and the Dean of Academic Affairs and online.

Graduate students are governed by an Honor Code, the details of which are found in the Student Handbook and Faculty Handbook.

STUDENT EXAMINATION OF OFFICIAL RECORDS

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act of 1974, as amended ("FERPA") sets out requirements designed to afford students certain rights with respect to their education records. In addition, it puts limits on what information South University may disclose to third parties without receiving prior written consent from the student.

1. Procedure to Inspect Education Records

Students have the right under FERPA to inspect and review their education records. A student who wishes to inspect and review his/her records should submit a written request to the registrar. The request should identify as precisely as possible the records the student wishes to inspect. If the requested records are subject to inspection and review by the student, arrangements for access will be made within a reasonable period of time but in no case more than 45 days after the request was made, and the student will be notified of the time and place where the records may be inspected. The school may require the presence of a school official during the inspection and review of a student’s records.
Certain limitations exist on a student’s right to inspect and review their own education records. Those limitations include, for example, the following: (i) financial information submitted by parents; (ii) confidential letters and recommendations placed in their files prior to January 1, 1975; (iii) confidential letters and recommendations placed in their files after January 1, 1975 to which the student has waived his or her right to inspect and review and that are related to the student's admission, application for employment or job placement, or receipt of honors. In addition, the term “education record” does not include certain types of records such as, by way of example, records of instructional, supervisory, administrative, and certain educational personnel that are in the sole possession of the maker thereof, and are not accessible or revealed to any other individual except a substitute.

When a record contains personally identifiable information about more than one student, the student may inspect and review only the information that relates to him/her personally.

II. Disclosure of Educational Records

South University generally will not permit disclosure of personally identifiable information from the records of a student without prior written consent of the student. Personally identifiable information is disclosed (some items are mandatory, some discretionary) from the records of a student without that student’s prior written consent to the following individuals or institutions or in the following circumstances:

1. To South University officials who have been determined by the school to have legitimate educational interests in the records. A school official is
   a. a person employed by the school in an administrative, supervisory, academic or research, or support staff position; or
   b. a person employed by or under contract to the school to perform specific tasks, such as an auditor, consultant, or attorney, a person on the Board of Trustees, or a student serving on an official committee or assisting another school official.

Any school official who needs information about a student in the course of performing instructional, supervisory, advisory, or administrative duties for South University has a legitimate educational interest.

2. To certain officials of the United States Department of Education, the Comptroller General of the United States, the Attorney General of the United States, and state and local educational...
authorities in connection with state or federally supported educational programs.
3. In connection with the student’s request for, or receipt of, financial aid necessary to determine the eligibility, amounts or conditions of financial aid, or to enforce the terms and conditions of the aid.
4. To organizations conducting certain studies for or on behalf of the school.
5. To accrediting commissions or state licensing or regulatory bodies to carry out their functions.
6. To parents of a dependent student, as defined in Section 152 of the Internal Revenue Code.
7. To comply with a judicial order or lawfully issued subpoena.
8. To appropriate parties in health or safety emergencies.
9. To officials of another corporate or Art Institutes school, upon request, in which a student seeks or intends to enroll.
10. To an alleged victim of a crime of violence or a non-forcible sexual offense, the final results of the disciplinary proceedings conducted by the school against the alleged perpetrator of that crime or offense with respect to that crime or offense.
11. To persons in addition to the victim of a crime of violence or non-forcible sexual offense, the final results of the disciplinary proceedings described in paragraph 10 above but only if the school has determined that a student is the perpetrator of a crime of violence or non-forcible sexual offense, and with respect to the allegation made against him or her, the student has committed a violation of the institution’s rules or policies. (The school, in such instances, may only disclose the name of the perpetrator not the name of any other student, including a victim or witness without the prior written consent of the other student(s)).
12. To a parent regarding the student’s violation of any federal, state, or local law or of any rules or policy of the school governing the use or possession of alcohol or a controlled substance if the school determines that the student has committed a disciplinary violation with respect to that use or possession, and the student is under 21 at the time of the disclosure to the parent.
13. Directory information (see Section IV below).

III. Record of Requests for Disclosure

Except with respect to those requests made by the student themselves, those disclosures made with the written consent of the student, or to requests by or disclosures to South University officials with legitimate educational interests and disclosures of direc-
Academic Information

Notice of these categories and of the right of an individual in attendance at South University to request that his/her directory information be kept confidential will be given to the student annually. Students may request nondisclosure of student directory information by obtaining and completing a “Request to Not Release Directory Information” form. Forms are available in the Office of the Registrar and should be returned to the Office of the Registrar. Failure to request nondisclosure of directory information will result in routine disclosure of one or more of the above-designated categories of personally identifiable directory information.

V. Correction of Educational Records

Students have the right under FERPA to ask to have records corrected which they believe are inaccurate, misleading, or in violation of their privacy rights. The following are the procedures for the correction of records:

1. A student must ask the Registrar to amend a record. As part of the request, the student should identify the part of the record they want to have changed and specify why they believe it to be inaccurate, misleading, or in violation of his/her privacy rights.
2. South University may either amend the record or decide not to amend the record. If it decides not to amend the record, it will...
notify the student of its decision and advise the student of the right to a hearing to challenge the information believed to be inaccurate, misleading, or in violation of the student's privacy rights.

3. Upon request, South University will arrange for a hearing and notify the student reasonably in advance of the date, place, and time of the hearing. The hearing will be conducted by an individual who does not have a direct interest in the outcome of the hearing. That individual may be an official of South University. The student shall be afforded a forum for the opportunity to present evidence relevant to the issues raised in the original request to amend the student's education records. The student may be assisted by other people, including an attorney.

4. South University will prepare a written decision based solely on the evidence presented at the hearing. The decision will include a summary of the evidence, and the reasons for the decision.

5. If, as a result of the hearing, South University decides that the information is inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it will (a) amend the record accordingly; and (b) inform the student of the amendment in writing.

6. If, as a result of the hearing, South University decides that the information in the education record is not inaccurate, misleading, or otherwise in violation of the privacy rights of the student, it shall inform the student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school.

7. If a statement is placed in the education records of a student under paragraph 6 above, South University will:
   a. maintain the statement with the contested part of the record for as long as the record is maintained; and
   b. disclose the statement whenever it discloses the portion of the record to which the statement relates.

VI. Student Right to File Complaint

A student has the right to file a complaint with the United States Department of Education concerning alleged failures by South University to comply with the requirements of FERPA. The name and address of the governmental office that administers FERPA is:

Family Policy Compliance Office
United States Department of Education
400 Maryland Avenue, S.W.
Washington, DC 20202-4605
BUSINESS DEGREE PROGRAMS

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

In addition, the School of Business offers three master's degrees on-ground and through South University Online programs including the Master of Business Administration (MBA), and the Master of Business Administration in Healthcare Administration. The Master of Science in Criminal Justice is offered only online.

MASTER’S LEVEL
MASTER OF BUSINESS ADMINISTRATION

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

Master of Business Administration 48 Credits

Fundamental 12 Credits
MBA5001 Organization Behavior & Communication 4
MBA5002 Microeconomics & Decision Making 4
MBA5003 Strategic Environment 4

Core 16 Credits
MBA6001 Business Analysis 4
MBA6002 Firm & Market Development 4
MBA6003 Managing Firm Operations 4
MBA6004 Managing the Supply Chain 4

Specializations
Students may choose one specialization or may mix the following courses for
a general MBA without specialization. In any case a minimum of four courses must be taken from the following. Four courses in a discipline constitute a specialization. The prerequisites are the core courses.

**Finance Specialization 16 Credits**  
*(Choose only four courses from the list below)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6101</td>
<td>Global Financial Management</td>
<td>4</td>
</tr>
<tr>
<td>MBA6102</td>
<td>Entrepreneurial Finance, Venture Capital, &amp; IPOs</td>
<td>4</td>
</tr>
<tr>
<td>MBA6103</td>
<td>Financial Instruments and Markets</td>
<td>4</td>
</tr>
<tr>
<td>MBA6104</td>
<td>Mergers, Acquisitions, &amp; Corporate Restructuring</td>
<td>4</td>
</tr>
<tr>
<td>MBA6105</td>
<td>Investment and Portfolio Management</td>
<td>4</td>
</tr>
</tbody>
</table>

**Marketing Specialization 16 Credits**  
*(Choose only four courses from the list below)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6201</td>
<td>Consumer Behavior</td>
<td>4</td>
</tr>
<tr>
<td>MBA6202</td>
<td>Market Research</td>
<td>4</td>
</tr>
<tr>
<td>MBA6203</td>
<td>Advertising &amp; Promotion</td>
<td>4</td>
</tr>
<tr>
<td>MBA6204</td>
<td>Global Marketing</td>
<td>4</td>
</tr>
<tr>
<td>MBA6205</td>
<td>E-Commerce</td>
<td>4</td>
</tr>
</tbody>
</table>

**Accounting Specialization 16 Credits**  
*(Choose only four courses from the list below)* *(available online only)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6301</td>
<td>External Auditing &amp; Assurance*</td>
<td>4</td>
</tr>
<tr>
<td>MBA6302</td>
<td>Advanced Financial Accounting*</td>
<td>4</td>
</tr>
<tr>
<td>MBA6303</td>
<td>Advanced Financial Reporting*</td>
<td>4</td>
</tr>
<tr>
<td>MBA6304</td>
<td>Advanced Taxation*</td>
<td>4</td>
</tr>
<tr>
<td>MBA6305</td>
<td>Advanced Accounting Information Systems</td>
<td>4</td>
</tr>
<tr>
<td>MBA6306</td>
<td>Forensic &amp; Fraud Auditing</td>
<td>4</td>
</tr>
<tr>
<td>MBA6307</td>
<td>Corporate Controllership</td>
<td>4</td>
</tr>
<tr>
<td>MBA6308</td>
<td>Accounting Services Consulting</td>
<td>4</td>
</tr>
</tbody>
</table>

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

**Human Resources Management 16 credits**

*(Students must take MBA6501 & three other Human Resources Management courses in the specialization from the list below)* *(available online only)*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6501</td>
<td>Strategic Human Resources Management</td>
<td>4</td>
</tr>
<tr>
<td>MBA6502</td>
<td>Legal Environment of Relationships</td>
<td>4</td>
</tr>
<tr>
<td>MBA6503</td>
<td>Organizational Staffing &amp; Development</td>
<td>4</td>
</tr>
<tr>
<td>MBA6504</td>
<td>Organizational Compensation &amp; Benefits</td>
<td>4</td>
</tr>
<tr>
<td>MBA6505</td>
<td>Organizational Development &amp; Change Management</td>
<td>4</td>
</tr>
</tbody>
</table>

**CAPSTONE (Required):**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6999</td>
<td>Strategic Development &amp; Implementation</td>
<td>4</td>
</tr>
</tbody>
</table>

**Total Hours 48**

**COURSE LISTING**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA5001</td>
<td>Organization Behavior &amp; Communication</td>
<td>4</td>
</tr>
<tr>
<td>MBA5002</td>
<td>Microeconomics &amp; Decision Making</td>
<td>4</td>
</tr>
<tr>
<td>MBA5003</td>
<td>Strategic Environment</td>
<td>4</td>
</tr>
<tr>
<td>MBA6001</td>
<td>Business Analysis</td>
<td>4</td>
</tr>
<tr>
<td>MBA6002</td>
<td>Firm &amp; Market Development</td>
<td>4</td>
</tr>
<tr>
<td>MBA6003</td>
<td>Managing Firm Operations</td>
<td>4</td>
</tr>
<tr>
<td>MBA6004</td>
<td>Managing the Supply Chain</td>
<td>4</td>
</tr>
<tr>
<td>MBA6101</td>
<td>Global Financial Management</td>
<td>4</td>
</tr>
</tbody>
</table>
The Master of Business Administration, Healthcare Administration prepares students for a leadership role in the healthcare delivery system. The program is founded with the philosophy that healthcare leaders require strong business competencies and management skills to be successful. The curriculum is designed to prepare students with a sound foundation in business analysis and decision making, followed by a specialization in healthcare administration.

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

**Master of Business Administration – Healthcare Administration**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA6001</td>
<td>Business Analysis</td>
<td>4</td>
</tr>
<tr>
<td>MBA6002</td>
<td>Firm &amp; Market Development</td>
<td>4</td>
</tr>
<tr>
<td>MBA6003</td>
<td>Managing Firm Operations</td>
<td>4</td>
</tr>
<tr>
<td>MBA6004</td>
<td>Managing the Supply Chain</td>
<td>4</td>
</tr>
<tr>
<td>MHC6301</td>
<td>Healthcare Structure, Organization &amp; Governance</td>
<td>4</td>
</tr>
</tbody>
</table>

**Fundamental 12 Credits**

<table>
<thead>
<tr>
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<th>Credits</th>
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<tbody>
<tr>
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<td>Organization Behavior &amp; Communication</td>
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<tr>
<td>MBA5002</td>
<td>Microeconomics &amp; Decision Making</td>
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</tr>
<tr>
<td>MBA5003</td>
<td>Strategic Environment</td>
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</table>

**Core 16 Credits**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>MBA6001</td>
<td>Business Analysis</td>
<td>4</td>
</tr>
<tr>
<td>MBA6002</td>
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<td>4</td>
</tr>
<tr>
<td>MBA6003</td>
<td>Managing Firm Operations</td>
<td>4</td>
</tr>
<tr>
<td>MBA6004</td>
<td>Managing the Supply Chain</td>
<td>4</td>
</tr>
</tbody>
</table>

**Healthcare Administration 16 Credits**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MHC6301</td>
<td>Healthcare Structure, Organization &amp; Governance</td>
<td>4</td>
</tr>
</tbody>
</table>
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MHC6302 Public Health Organization & Management 4
MHC6303 Quality Performance & Management 4
MHC6304 Health Policy 4

CAPSTONE (Required):
MHC6999 Strategic Development & Implementation 4

COURSE LISTING
MBA5001 Organization Behavior & Communication 4
MBA5002 Microeconomics & Decision Making 4
MBA5003 Strategic Environment 4
MBA6001 Business Analysis 4
MBA6002 Firm & Market Development 4
MBA6003 Managing Firm Operations 4
MBA6004 Managing the Supply Chain 4
MHC6301 Healthcare Structure, Organization & Governance 4
MHC6302 Public Health Organization & Management 4
MHC6303 Quality Performance & Management 4
MHC6304 Health Policy 4
MHC6999 Strategic Development & Implementation 4

MASTER’S LEVEL
MASTER OF SCIENCE, CRIMINAL JUSTICE

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

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

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

Master of Science in Criminal Justice 48 Credits

Foundation 12 Credits
MCJ5001 Foundations in Criminal Justice 4
MCJ5002 Advanced Techniques of Basic & Applied Research in Criminal Justice 4
MCJ5003 Ethics & Moral Behavior in the Criminal Justice System 4

Core 28 Credits
MCJ6001 Criminal Justice Administration 4
MCJ6002 Juvenile Justice Administration 4
MCJ6003 Criminological Theory 4
MCJ6004 Criminal Justice Planning & Innovation 4
MCJ6401 Critical/Controversial Issues: Law Enforcement 4
MCJ6402 Critical/Controversial Issues: Corrections 4
MCJ6403 Special Topics in Criminal Justice Organizational Management 4
MCJ6404 Political Terrorism (elective) 4
MCJ6405 Organizational Leadership (elective) 4
MCJ6410 Legal Issues in Criminal Justice (elective) 4

Electives 8 Credits
(Choose two electives)
MCJ6404 Political Terrorism (elective) 4
MCJ6405 Organizational Leadership (elective) 4
MCJ6410 Legal Issues in Criminal Justice (elective) 4

COURSE LISTING
MCJ5001 Foundations in Criminal Justice 4
MCJ5002 Advanced Techniques of Basic & Applied Research in Criminal Justice 4
MCJ5003 Ethics & Moral Behavior in the Criminal Justice System 4
MCJ6001 Criminal Justice Administration 4
MCJ6002 Juvenile Justice Administration 4
MCJ6003 Criminological Theory 4
MCJ6004 Criminal Justice Planning & Innovation 4
MCJ6401 Critical/Controversial Issues: Law Enforcement 4
MCJ6402 Critical/Controversial Issues: Corrections 4
MCJ6403 Special Topics in Criminal Justice Organizational Management 4
MCJ6404 Political Terrorism (elective) 4
MCJ6405 Organizational Leadership (elective) 4
MCJ6410 Legal Issues in Criminal Justice (elective) 4

BACHELOR’S LEVEL
BACHELOR OF BUSINESS ADMINISTRATION

The Bachelor of Business Administration degree focuses on preparing students with the knowledge and skills they will need to advance their business careers or explore new opportunities. With courses such as Organizational Change Management, Strategic Management and Advanced Organizational Development, students will discover how to adapt business strategies to accommodate changing marketplace conditions. Courses that include Managerial Communications, Dynamic Decision Making and Leadership in Action will provide students with opportunities to understand and apply effective leadership skills. Through case studies and intensive projects, students will gain the ability to assess organizational needs and implement effective improvement scenarios.
BBA students will also be given the chance to tailor their degree studies by selecting from four areas of specialization: Management and Leadership, Finance, Marketing, General Business Accounting or Human Resources Management. The BBA program culminates in a capstone project, a two-course sequence that focuses on the students' area of emphasis and allows the student to apply the concepts and skills he or she has learned in real and simulated business situations. Graduates from the BBA program will be prepared to pursue careers in a variety of fields, including accounting, financial services, economics, personnel resources and sales and marketing.

**Areas of Emphasis**

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

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

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

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

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

**Business Administration**

**Bachelor of Business Administration**

<table>
<thead>
<tr>
<th>Area I Core Curriculum</th>
<th>100 credits</th>
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<tbody>
<tr>
<td><strong>Business Foundations</strong></td>
<td>40 credits</td>
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<tr>
<td>ACC1001 Accounting I</td>
<td>4</td>
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<tr>
<td>ACC1002 Accounting II</td>
<td>4</td>
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<tr>
<td>BUS2023 Business Communication</td>
<td>4</td>
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<tr>
<td>BUS1038 Business Law I</td>
<td>4</td>
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<tr>
<td>BUS1101 Introduction to Business</td>
<td>4</td>
</tr>
<tr>
<td>ITS1001 Foundations of Information Technology</td>
<td>4</td>
</tr>
<tr>
<td>ITS1000 Computer &amp; Internet Literacy</td>
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</tbody>
</table>

*(online students should take this course instead of ITS1101)*

108
ECO2071  Principle of Microeconomics  4  
ECO2072  Principles of Macroeconomics  4  
MGT2037  Principles of Management  4  
FIN2005  Introduction to Finance  4  
**General Education**  60 credits required  
**Math**  12 credits required  
MAT1001  Intermediate Algebra  4  
MAT1002  College Mathematics  4  
MAT2058  Statistics  4  
**Science**  8 credits required  
BIO1020  Biology I  4  
BIO1021  Biology II  4  
**Humanities**  24 credits required  
ENG1001  English Composition I  4  
ENG1002  English Composition II  4  
ENG2001  English Composition III  4  
HIS 1101  U.S. History I  4  
HIS 1101  U.S. History II  4  
SPC102  Public Speaking  4  
**Electives**  8 credits required  
*Students choose two courses from the following list:*  
HUM1001  History of Art through the Middle Ages  4  
HUM1002  History of Art from the Middle Ages to Modern Times  4  
PHL2301  Introduction to Philosophy  4  
ENG2002  World Literature  4  
**Personal Development**  4 credits required  
UVC1000  Strategies for Success  4  
**Social Science**  12 credits required  
POL2076  American Government  4  
PSY1001  General Psychology  4  
SOC1001  Introduction to Sociology  4  

**Area II  Major Curriculum**  80 credits  
*Note that electives may come from any emphasis area*  
**Core Courses**  64 credits required  
MIS3101  Application of Management Information Systems  4  
BUS2038  Business Law II  4  
FIN3030  Corporate Finance  4  
BUS3101  Dynamic Decision Making  4  
MGT4027  Global Business Management  4  
MGT3045  Human Resources Management  4  
BUS3041  Managerial Communication  4  
ECO3007  Money and Banking  4  
MGT4058  Operations Management  4  
BUS3002  Organizational Behavior  4  
BUS4101  Quality Management  4  
MKT3009  Principles of Marketing  4  
BUS2102  Leadership in Action  4  
ACC1003  Accounting III  4  
**Capstone Sequence**  
MGT4070  Strategic Management (Capstone Course 1)  4  
BUS4098  Business Simulation (Capstone Course 2)  4  
**Electives—Content Specializations**  
*Students must choose four courses (16 credits), from the following emphasis areas to complete the elective requirements. They may choose to take a majority of courses from one emphasis area or to take a combination of courses from any of the four areas.*  
**Management and Leadership**  
MKT4103  Marketing, Sales and Channel Management  4  
MGT4054  Small Business Management  4
South University 2007-2008 catalog

FIN4055  Financial Management for Small Business  4
MGT4101  Strategic Cost Management  4
MGT3050  Organizational Change Management  4

Finance
FIN4101  Enterprise Risk Management  4
MGT4101  Strategic Cost Management  4
FIN4060  Financial Statement Analysis  4
FIN3031  International Finance  4
FIN4035  Investments & Portfolio Management  4

Marketing
MGT3050  Organizational Change Management  4
MKT4102  Consumer Behavior & Marketing Research  4
MKT4103  Marketing, Sales & Channel Management  4
MKT4104  Retail Marketing  4
MKT4105  Services Marketing  4

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

Bachelor of Business Administration,
Accounting Specialization  180 credits

Area I Core Curriculum  100 credits
Business Foundations  40 credits
ACC1001  Accounting I  4
ACC1002  Accounting II  4

BUS2023  Business Communication  4
BUS1101  Introduction to Business  4
ITS1101  Foundations of Information Technology  4
ITS1000  Computer & Internet Literacy (online students should take this course instead of ITS1101)  4
ECO2071  Principle of Microeconomics  4
ECO2072  Principles of Macroeconomics  4
FIN2005  Introduction to Finance  4

General Education  60 credits required

Math  12 credits required
MAT1001  Intermediate Algebra  4
MAT1002  College Mathematics  4
MAT2058  Statistics

Science  8 credits required
BIO1020  Biology I  4
BIO1021  Biology II  4

Humanities  24 credits required
ENG1001  English Composition I (Introduction to Writing)  4
ENG1002  English Composition II (Literature)  4
ENG2001  English Composition III (Advanced Argument & Research)  4
HIS 1101  U.S. History I  4
HIS 1101  U.S. History II  4
SPC1026  Public Speaking  4

Electives  8 credits required
Students choose two courses from the following list:
HUM1001  History of Art through the Middle Ages  4
HUM1002  History of Art from the Middle Ages to Modern Times  4
PHI2301  Introduction to Philosophy  4
ENG2002  World Literature  4
### Personal Development
- UVC100 Strategies for Success: 4 credits

### Social Science
- POL2076 American Government: 4 credits
- PSY1001 General Psychology: 4 credits
- SOC1001 Introduction to Sociology: 4 credits

### Area II Major Curriculum (80 credits)
*Note that electives may come from any emphasis area.*

#### Core Courses (64 credits required)
- ACC3010 Accounting Information Systems: 4 credits
- BUS3055 Business Law for Commercial Transactions: 4 credits
- FIN3030 Corporate Finance: 4 credits
- ACC3020 Intermediate Financial Accounting I: 4 credits
- MGT4027 Global Business Management: 4 credits
- ACC3025 Intermediate Financial Accounting II: 4 credits
- BUS3041 Managerial Communication: 4 credits
- ECO3007 Money & Banking: 4 credits
- ACC3028 Intermediate Financial Accounting III: 4 credits
- ACC3040 Cost Accounting: 4 credits
- BUS4101 Quality Management: 4 credits
- MKT3009 Principles of Marketing: 4 credits
- ACC3045 Intermediate Cost Management: 4 credits
- ACC1003 Accounting III: 4 credits

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

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

### Management and Leadership
- MKT4103 Marketing, Sales & Channel Management: 4 credits
- MGT4054 Small Business Management: 4 credits
- MGT4101 Strategic Cost Management: 4 credits
- MKT3050 Organizational Change Management: 4 credits

### Finance
- FIN4101 Enterprise Risk Management: 4 credits
- MGT4101 Strategic Cost Management: 4 credits
- FIN4060 Financial Statement Analysis: 4 credits
- FIN3031 International Finance: 4 credits
- FIN4035 Investments & Portfolio Management: 4 credits

### Marketing
- MGT3050 Organizational Change Management: 4 credits
- MKT4102 Consumer Behavior & Marketing Research: 4 credits
- MKT4103 Marketing, Sales & Channel Management: 4 credits
- MKT4104 Retail Marketing: 4 credits
- MKT4105 Services Marketing: 4 credits

### Accounting
- ACC4050 Internal Auditing & Assurance: 4 credits
- ACC4010 Federal Taxation I: 4 credits
- ACC4020 Federal Taxation II: 4 credits
- ACC4035 Governmental & Not-for-profit Accounting: 4 credits
BACHELOR'S LEVEL
BACHELOR OF SCIENCE
IN CRIMINAL JUSTICE

The South University Criminal Justice program offers a course of study leading to a Bachelor of Science in Criminal Justice. This course of study is designed to give students broad perspectives on the causes of crime and critical insights to the functions of the components of the criminal justice system. Courses in the program deal with crime, violence, and other forms of deviance and the responses to these problems by police, courts, and corrections; contemporary criminal justice issues; and ethical concerns and research. Students majoring in criminal justice receive excellent preparation for further study in graduate or professional schools as well as for careers in the criminal justice system.

Criminal Justice
Bachelor of Science 180 credits

Area 1 – General Education 60 credits

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

Humanities 20 credits
ENG1001 Composition I 4
ENG1002 Composition II/Literature 4
ENG2001 Composition III 4
SPC1026 Public Speaking 4
Humanities Electives 4
(Online and on ground

students are required to take one 4 hour Humanities elective and ITS1000, Computer & Internet Literacy which is 4 hours)

Choose one from the following list:
HIS 1101 U.S. History I 4
HIS 1101 U.S. History II 4
HUM 1001 History of Art I 4
HUM 1002 History of Art II 4
HUM 2101 World Civilization 4
HUM 2102 World Civilization II 4
PH 2301 Introduction of Philosophy 4
ENG 2002 World Literature 4

Personal Development 8 credits
UVC1000 Strategies for Success 4
ITS 1000 Computer & Internet Literacy 4

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

Area II Major Curriculum 120 credits

Criminal Justice Foundation 44 credits
CRJ1001 Introduction to the Criminal Justice System 4
CRJ1002 Introduction to Law Enforcement 4
CRJ1003 Introduction to Criminal Courts 4
CRJ1004 Introduction to Corrections 4
CRJ1005 Writing for Criminal Justice 4
CRJ2001 Criminology 4
CRJ2002 Criminal Law 4
CRJ2003 Juvenile Justice System 4
CRJ2004 Ethics in Criminal Justice 4
CRJ2005 Comparative Criminal Justice Systems 4
CRJ2006 Criminal Procedures 4
### Criminal Justice Core

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>CRJ3002</td>
<td>Criminal Justice Research</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3003</td>
<td>Juvenile Delinquency</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3004</td>
<td>Race, Class &amp; Gender in Criminal Justice</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3005</td>
<td>Criminal Justice Management &amp; Administration</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3006</td>
<td>Law Enforcement Operations</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3009</td>
<td>Theories of Crime/Justice</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3010</td>
<td>Deviant Behavior</td>
<td>4</td>
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<tr>
<td>CRJ3020</td>
<td>Civil Liability</td>
<td>4</td>
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<tr>
<td>CRJ4001</td>
<td>Victimology</td>
<td>4</td>
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<tr>
<td>CRJ4003</td>
<td>Critical Issues in Criminal Justice</td>
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<tr>
<td>CRJ4007</td>
<td>Alcohol, Drugs &amp; CJ Policy</td>
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</tbody>
</table>

### Emphasis Specialization Track

(Choose One):

#### Juvenile Justice

(4 required + 4 electives) 32 credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CRJ3021</td>
<td>Probation and Parole</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3022</td>
<td>Juvenile Procedures</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4002</td>
<td>Restorative Justice</td>
<td>4</td>
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<tr>
<td>CRJ4004</td>
<td>Family Violence</td>
<td>4</td>
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</table>

#### Corrections

(4 required + 4 electives) 32 credits

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<th>Course Code</th>
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<tr>
<td>CRJ3021</td>
<td>Probation and Parole</td>
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<tr>
<td>CRJ4004</td>
<td>Family Violence</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4008</td>
<td>Administration of Correctional Facilities</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4009</td>
<td>Illegal Immigration &amp; CJS</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Four (4) Approved Electives*</td>
<td>16</td>
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</table>

#### Law Enforcement

(5 required + 3 electives) 32 credits

<table>
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<th>Course Title</th>
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<tbody>
<tr>
<td>CRJ4006</td>
<td>Community Policing</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4009</td>
<td>Illegal Immigration</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4010</td>
<td>Law Enforcement Supervision &amp; Management</td>
<td>4</td>
</tr>
</tbody>
</table>

#### Crime Scene Investigation

(5 required + 3 electives) 32 credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>CRJ4012</td>
<td>Criminal Investigation</td>
<td>4</td>
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<tr>
<td>CRJ4013</td>
<td>Criminalistics II</td>
<td>4</td>
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<tr>
<td>CRJ4014</td>
<td>Crime Scene Investigation</td>
<td>4</td>
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<tr>
<td>CRJ4015</td>
<td>Bloodstain Pattern Analysis</td>
<td>4</td>
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<td>Three (3) Approved Electives*</td>
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#### Cyber Crime

(6 required + 2 electives) 32 credits

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<th>Course Code</th>
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<tr>
<td>ITS1002</td>
<td>Information &amp; Communications Systems</td>
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<tr>
<td>ITS2103</td>
<td>Networking Fundamentals</td>
<td>4</td>
</tr>
<tr>
<td>ITS3104</td>
<td>IT Security: Access &amp; Protection</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4020</td>
<td>Security of Information &amp; Technology</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4021</td>
<td>Cyber Crime</td>
<td>4</td>
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<tr>
<td>CRJ4022</td>
<td>Digital Forensics</td>
<td>4</td>
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<td>Two (2) Approved Electives*</td>
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### Electives

<table>
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<tbody>
<tr>
<td>CRJ3008</td>
<td>Criminalistics I</td>
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<tr>
<td>CRJ3021</td>
<td>Probation and Parole</td>
<td>4</td>
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<tr>
<td>CRJ3022</td>
<td>Juvenile Procedures</td>
<td>4</td>
</tr>
<tr>
<td>CRJ3023</td>
<td>Organized Crime</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4002</td>
<td>Restorative Justice</td>
<td>4</td>
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<tr>
<td>CRJ4004</td>
<td>Family Violence</td>
<td>4</td>
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<tr>
<td>CRJ4006</td>
<td>Community Policing</td>
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<tr>
<td>CRJ4008</td>
<td>Administration of Correctional Facilities</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4009</td>
<td>Illegal Immigration &amp; the CJS</td>
<td>4</td>
</tr>
<tr>
<td>CRJ4010</td>
<td>Law Enforcement Supervision &amp; Management</td>
<td>4</td>
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<tr>
<td>CRJ4011</td>
<td>Terrorism and Homeland Security</td>
<td>4</td>
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<tr>
<td>CRJ4012</td>
<td>Criminal Investigation</td>
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<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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<tbody>
<tr>
<td>CRJ4013</td>
<td>Criminalistics II</td>
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<tr>
<td>CRJ4014</td>
<td>Crime Scene Investigation</td>
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<td>Bloodstain Pattern Analysis</td>
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<td>CRJ4020</td>
<td>Security of Information &amp; Technology</td>
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<td>Cyber Crime</td>
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<td>Digital Forensics</td>
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<tr>
<td>MGT3045</td>
<td>Human Resource Management</td>
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<tr>
<td>*CRJ4995, 4996, 4997</td>
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<td>4 hours credit each</td>
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*Note: Approval of the department chair and Agreement of the respective program director are required to participate in the internship practicum. Students who decide not to participate or do not qualify for the internship option will be required to take an appropriate number of four (4) credit hour upper-division (3000+) criminal justice electives.

**BACHELOR’S LEVEL**

**BACHELOR OF SCIENCE IN GRAPHIC DESIGN**

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

**Graphic Design**

**Bachelor of Science** 180 credits

**AREA 1 – Core Curriculum** 52 credits

**Personal Development**

UVC1000 Strategies for Success 4

**Information Technology**

ITS1000 Computers & Internet Literacy 4

**Mathematics/Science**

Math Elective (MAT1001 Intermediate Algebra or MAT1002 College Math) 4

BIO1020 Biology I 4

BIO1021 Biology II 4

**Humanities**

ENG1001 Composition I 4

ENG1002 Composition II/Literature 4

ENG2001 Composition III 4

PHI2301 Introduction to Philosophy 4

SPC1026 Public Speaking 4

**Social Science**

POL2076 American Government 4

PSY1001 General Psychology 4

SOC1001 Introduction to Sociology 4

**Area II – Major Curriculum** 128 credits

GRA1000 Drawing and Perspective 4

GRA1001 Color Fundamentals 4

GRA 1004 Design Fundamentals 4

GRA1005 Graphic Design Studio 4

GRA1014 Design Fundamentals 4

GRA1011 Typography 1 4

GRA1160 Digital Imaging 4

GRA1170 Observational Drawing 4

GRA1195 Digital Layout 4

GRA2010 3D Design Fundamentals 4

GRA2110 Digital Illustration 4

GRA2290 Concept Design 4

GRA2292 Print Production 4

GRA2800 Web Design 1 4

GRA2900 Portfolio 1 2

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### School of Business

<table>
<thead>
<tr>
<th>Course Code</th>
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<td>History of Graphic Design</td>
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<td>GRA3011</td>
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<td>GRA3060</td>
<td>Multimedia 1</td>
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<tr>
<td>GRA3090</td>
<td>Digital Photography for Designers</td>
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<td>GRA3101</td>
<td>Package Design</td>
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<td>GRA3120</td>
<td>Digital Pre-Press</td>
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<td>GRA3670</td>
<td>Corporate Identity &amp; Branding</td>
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<td>GRA3810</td>
<td>Collateral Design</td>
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<td>GRA3820</td>
<td>Advertising Design</td>
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<td>GRA3850</td>
<td>Web Design II</td>
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<tr>
<td>GRA3900</td>
<td>Design Marketing</td>
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<td>GRA4000</td>
<td>Multimedia II</td>
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<tr>
<td>GRA4100</td>
<td>Professional Development for Designers</td>
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<tr>
<td>GRA4440</td>
<td>Art Direction</td>
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<tr>
<td>GRA4620</td>
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<tr>
<td>GRA4670</td>
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<td>GRA4801</td>
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<tr>
<td>GRA4910</td>
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**BACHELOR’S LEVEL**  
**BACHELOR OF SCIENCE IN HEALTHCARE MANAGEMENT**

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

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

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

**Healthcare Management**  
**Bachelor of Science**  
180 credits

**AREA I – Core Curriculum**  
104 credits

**Business Foundation**

- ACC1001 Accounting I 4
- ACC1002 Accounting II 4
- ITS1101 Foundations of Information Technology 4
## South University 2007-2008 catalog

<table>
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<tr>
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<th>Course Title</th>
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<tr>
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<tr>
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<tr>
<td>BIO1021</td>
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### AREA II – Major Curriculum 76 credits

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

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

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

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

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

Areas of Emphasis

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

Web Management
Focuses coursework on a variety of Web tools and technologies (such as multimedia, graphics, scripting, authoring tools, imaging tools and animation tools) for use in e-commerce and networking applications.

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

Bachelor of Science in Information Technology 180 credits

Area I Core Curriculum 96 credits

Information Technology 16 credits

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<td>ITS1101</td>
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<td>ITS1102</td>
<td>Information &amp; Communication Systems</td>
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<td>ITS1103</td>
<td>Ethics &amp; Information Technology</td>
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<td>ITS1104</td>
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Business 20 credits

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<tr>
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<tr>
<td>BUS1101</td>
<td>Introduction to Business</td>
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</tbody>
</table>
South University 2007-2008 catalog

BUS2023 Business Communication 4
FIN2005 Introduction to Finance 4
MGT2037 Principles of Management 4

Humanities 24 credits
ENG1001 English Composition I 4
ENG1002 English Composition II 4
ENG2001 English Composition III 4
SPC1026 Public Speaking 4

Humanities Electives (choose two) 8
ENG2002 World Literature
HIS1101 U.S. History I
HUM1001 History of Art through the Middle Ages
HUM1002 History of Art from the Middle Ages to Modern Times
PHI2301 Introduction to Philosophy

* Students may not choose both HUM1001 and HUM1002 as their two electives.

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

Personal Development 4 credits
UVC1000 Strategies for Success 4

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

Area II—Major Curriculum 84 credits
Core Courses 68 credits
ITS2103 Networking Fundamentals 4
ITS2104 Programming Logic 4
ITS2105 Programming I 4
ITS2106 Programming II 4
ITS2110 Database Design & Development 4
ITS2111 Multimedia Web Development 4
ITS3100 Software Engineering Fundamentals 4
ITS3101 Advanced Operating Systems & Architecture 4
ITS3104 IT Security: Access & Protection 4
ITS3107 Technology Industry Assessment: Tools & Products 4

Capstone Sequence 8 credits
These courses are taken after the completion of all core courses and electives.
ITS4103 IT Information Technology Capstone I 4
ITS4104 IT Information Technology Capstone II 4

Fully online students will substitute any 4000 Level IT Elective for ITS4104.

IT Electives – Content Specializations 16 credits
Students must choose four courses from the following areas of emphasis to complete the elective requirements. They may choose to take a majority of courses from one area or to take a combination of courses from any of the three areas.

Networking Administration and Management
(Choose four courses)
ITS4105 Network Administration I 4
ITS4106 Network Administration II 4
ITS4107 Designing & Maintaining Network Implementations 4
ITS4108 Network Programming 4
ITS4109 Server Technology 4

**Web Development and Administration**
(Choose four courses)
ITS4109 Server Technology 4
ITS4110 Digital Audio & Imaging for Multimedia & Web 4
ITS4111 Web Authoring Tools 4
ITS4112 Web Programming 4
ITS4113 Database Systems for Website Applications 4

**Database Development and Administration**
(Choose four courses)
ITS4109 Server Technology 4
ITS4113 Database Systems for Website Applications 4
ITS4114 Advanced Database Design & Development 4
ITS4115 Database Administration 4
ITS4116 Database Programming 4

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**BACHELOR’S LEVEL**

**BACHELOR OF SCIENCE IN LEGAL STUDIES**

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

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

**Legal Studies**

**Bachelor of Science**  180 credits

**Area I Core Curriculum**  88 credits

**Business Foundation**
Approved Business Elective  4
UVC1010 Keyboarding I  4
UVC1021 Introduction to Word Processing  4
BUS2023 Business Communications  4
ITS1000 Computer & Internet Literacy  4
BUS2021 Spreadsheet & Database Applications  4
BUS1038 Business Law I  4
BUS2038 Business Law II  4

**Mathematics/Science**
BIO1020 Biology I  4
BIO1021 Biology II  4
MAT1001 Intermediate Algebra  4
MAT1002 College Mathematics  4

**Humanities**
SPC1026 Public Speaking  4
ENG1001 Composition I/Essay  4
Legal Studies Electives 16
Choose four classes:
LGS3008 Worker's Compensation Law 4
LGS3009 International Law 4
LGS3040 Constitutional Law 4
LGS3050 Immigration Law 4
LGS4020 Advanced Real Estate 4
LGS4050 Environmental Law 4
LGS4055 Intellectual Property 4
LGS4060 Legal Externship II 4

* Cannot be taken via online. Online students should contact their academic advisor at the Savannah campus for information on completing these requirements.

ASSOCIATE’S LEVEL ASSOCIATE OF SCIENCE IN ACCOUNTING

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

**Accounting Associate of Science** 92 credits

**Area I Core Curriculum** 56 credits

**Business Foundation**
- ACC1001 Accounting I 4
- BUS1101 Introduction to Business 4
- ITS1101 Foundations of Information Technology (online students should take ITS1000 Computer & Internet Literacy instead of ITS1101) 4
- BUS2023 Business Communications 4
- ECO2072 Principles of Macroeconomics 4

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

**Humanities**
- SPC1026 Public Speaking 4
- ENG1001 Composition I 4
- ENG1002 Composition II/Literature 4
- ENG2001 Composition III 4

**Personal Development**
- UVC1000 Strategies for Success 4

**Social Science**
- ECO2071 Principles of Microeconomics 4
- Approved Social Science Elective 4

**Area II Major Curriculum** 36 credits
- ACC1002 Accounting II 4
- ACC1003 Accounting III 4
- BUS1038 Business Law I 4
- FIN2005 Introduction to Finance 4
- MGT2037 Principles of Management 4

**ASSOCIATE’S LEVEL ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION**

The Associate of Science program in Business Administration is designed to offer the student broad exposure to the responsibilities and requirements of managing a business. The student gains an understanding of management concepts that will maximize opportunities for promotion in a management career. Students are exposed to the principles of accounting, finance, management, economics, and consumer behavior. The goal of the program is to provide a practical working background that prepares the graduate to obtain an entry-level business position. The program provides a strong academic foundation for transfer into the bachelor of business administration program.

**Business Administration Associate of Science** 92 credits

**Area I Core Curriculum** 56 credits

**Business Foundation**
- ACC1001 Accounting I 4
- BUS1101 Introduction to Business 4
ASSOCIATE’S LEVEL
ASSOCIATE OF SCIENCE
IN GRAPHIC DESIGN

(Offered only at the Columbia and West Palm Beach campuses)

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

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

Graphic Design
Associate of Science 90 credits

Area 1 – Core Curriculum 36 credits

Foundation
UVC1000 Strategies for Success 4
ITS1000 Computers and Internet Literacy 4

Mathematics/Science
Math Elective (choose one): 4
MAT1001 Intermediate Algebra
MAT1002 College Math
BIO1020 Biology I 4
ASSOCIATE’S LEVEL
ASSOCIATE OF SCIENCE IN INFORMATION TECHNOLOGY

The Associate of Science degree in Information Technology prepares graduates with entry-level knowledge and skills needed to understand the theoretical and applied uses of information technology in various business applications. Courses in the associate’s degree program are transferable to the Bachelor of Science in Information Technology degree program.

School of Business

Humanities
ENG1001 Composition I  4
ENG1002 Composition II/Literature  4
ENG2001 Composition III  4
SPC1026 Public Speaking  4

Social Science
Social Science Elective (choose one):  4
PSY1001 Psychology
SOC1001 Sociology

Area I — Core Curriculum  68 credits
ITS1101 Foundations of Information Technology  4
ITS1102 Information & Communication Systems  4
ITS1104 Human-Computer Interface  4
ACC1001 Accounting I  4
BUS1101 Introduction to Business  4
FIN2005 Introduction to Finance  4
BUS2023 Business Communications  4
MGT2037 Principles of Management  4
IT Elective (Choose One):  4
ITS1103 Ethics & Information Technology
BUS2021 Spreadsheet & Database Applications

Mathematics/Science
*BIO1020 Biology I  4
MATH Elective (Choose One):  4
MAT1001 Intermediate Algebra
MAT1002 College Mathematics

Humanities
SPC1026 Public Speaking  4
ENG1001 Composition I  4
ENG1002 Composition II/Literature  4
ENG2001 Composition III  4

Personal Development
UVC1000 Strategies for Success  4

Social Science
Social Science Elective (Choose One):  4
POL2076 American Government
PSY1001 General Psychology
SOC1001 Introduction to Sociology

Area II — Major Curriculum  24 credits
ITS2103 Networking Fundamentals  4
ITS2104 Programming Logic  4
ITS2105 Programming I  4
ITS2106 Programming II  4
**ASSOCIATE’S LEVEL ASSOCIATE OF SCIENCE IN PARALEGAL STUDIES**

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

**Paralegal Studies Associate of Science**

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<td>UVC1010 Keyboarding I</td>
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<td>UVC1021 Introduction to Word Processing</td>
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<td>BUS2023 Business Communications</td>
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<td>ITS1000 Computer and Internet Literacy</td>
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<td>BUS2021 Spreadsheet &amp; Database Applications</td>
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<td>MAT1002 College Math</td>
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<td><strong>Humanities</strong></td>
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<td><strong>Personal Development</strong></td>
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<td>UVC1000 Strategies for Success</td>
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<tr>
<td><strong>Social Science</strong></td>
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<td>Approved Social Science Elective</td>
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<td>PSY1001 General Psychology</td>
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<td>SOC1001 Introduction to Sociology</td>
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<td>LGS1004 Torts &amp; Remedies</td>
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<tr>
<td>LGS1005 Legal Research &amp; Writing I**</td>
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*Students at the Montgomery campus may take an additional social science elective instead of BIO1020.*
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<td>LGS2001</td>
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<td>LGS2002</td>
<td>Domestic Law</td>
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<td>LGS2003</td>
<td>Estate Planning &amp; Probate</td>
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<td>Criminal Law</td>
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<td>LGS2099</td>
<td>Paralegal Externship</td>
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*Students at the Columbia and Montgomery campuses may take an additional social science elective instead of BIO1020.

**Cannot be taken via online. Online students should contact their academic advisor in Savannah for information on completing these requirements.
HEALTH DEGREE
PROGRAMS

The School of Health Professions educates students at the master’s, bachelor’s, and associate’s degree levels to enter the rapidly growing field of healthcare. It is devoted to the academic, administrative, technical, clinical, and ethical training of health professionals. Ever mindful of the need to seek the highest degree of professionalism, the faculty strives to blend the teaching of theory and high ethical standards with applied knowledge.

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

MASTER’S LEVEL
ANESTHESIOLOGIST ASSISTANT

(Offered only at the Savannah campus)

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

The program consists of 157 hours of classroom, laboratory and clinical work taking place over the course of nine quarters or 28 months. The first year of the program is primarily in the classroom and laboratory with some clinical responsibilities, while the second year of the program will consist of multiple full-time, month-long clinical rotations in practice settings incorporating a full range of surgical procedures.

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

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

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

Anesthesiologist Assistant Undergraduate Prerequisite Courses

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<th>Course</th>
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<td>English</td>
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<tr>
<td>General Biology*</td>
<td>6 semester hours</td>
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<tr>
<td>(Full Academic Year)</td>
<td>9 quarter hours</td>
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<tr>
<td>General Chemistry</td>
<td>6 semester hours</td>
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<tr>
<td>(Full Academic Year)</td>
<td>9 quarter hours</td>
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<tr>
<td>Organic Chemistry**</td>
<td>3 semester hours</td>
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<td>(Sophomore 200 Level)</td>
<td>4-5 quarter hours</td>
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<tr>
<td>Biochemistry</td>
<td>3 semester hours</td>
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<td>4-5 quarter hours</td>
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<tr>
<td>General Physics</td>
<td>6 semester hours</td>
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<tr>
<td>(Full Academic Year)</td>
<td>9 quarter hours</td>
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<tr>
<td>(Sophomore 200 Level)</td>
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<tr>
<td>Calculus</td>
<td>3 semester hours</td>
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<td></td>
<td>4-5 quarter hours</td>
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<tr>
<td>Statistics</td>
<td>3 semester hours</td>
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</table>

* Preferred but not required: Cell & Molecular Biology 3 semester hours/4-5 quarter hours

** Preferred but not required: Full Year of Organic Chemistry 6 semester hours/9 quarter hours

Curriculum

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

Quarter I Summer 13 weeks
17 quarter hours
40 hours clinical experience

ANS5001 Clinical Anesthesia I 1 (pass/fail)
ANS5020 Medical Terminology (Self Study) (pass/fail) 1
ANS5040 Introduction to Cardiovascular Anatomy & Physiology 1
ANS5060 Introduction to Pulmonary Anatomy & Physiology 1
ANS5081 Principles of Airway Management I 2
ANS5100 Physics of Anesthesia 2
ANS5120 Intro to Anesthesia Delivery Systems & Equipment 2
ANS5140 Pre-anesthetic Evaluation 3
ANS5160 Introduction to Clinical Anesthesia 3
ANS5181 Anesthesia Laboratory I 1

Basic life support certification will be accomplished during quarter I.

School of Health Professions
<table>
<thead>
<tr>
<th>Quarter II</th>
<th>Fall 14 weeks</th>
<th>18 quarter hours</th>
<th>144 hours clinical experience</th>
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<tbody>
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<td>ANS5002</td>
<td>Clinical Anesthesia II</td>
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<tr>
<td>ANS5082</td>
<td>Principles of Airway Management II</td>
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<td>ANS5182</td>
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<td>ANS5201</td>
<td>Cardiovascular Physiology for Anesthesia Practice I</td>
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<tr>
<td>ANS5221</td>
<td>Principles of Instrumentation &amp; Patient Monitoring I</td>
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<tr>
<td>ANS5900</td>
<td>Anatomy</td>
<td>4</td>
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<tr>
<td>ANS5921</td>
<td>Physiology I</td>
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<table>
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<td>ANS5021</td>
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<td>ANS5183</td>
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<td>ANS5202</td>
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<td>ANS5302</td>
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<table>
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<th>200 hours clinical experience</th>
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<tr>
<td>ANS5342</td>
<td>Anesthesia Principles &amp; Practice II</td>
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<td>ANS5500</td>
<td>Advanced Anesthesia Delivery Systems &amp; Mechanical Ventilation</td>
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<tr>
<td>ANS5540</td>
<td>Advanced Concepts in Patient Monitoring</td>
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Advanced Cardiac Life Support certification will be obtained during this quarter.

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

<table>
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<tr>
<th>Quarter VI</th>
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<td>ANS6041</td>
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School of Health Professions

Quarter VII  Winter 11 weeks
16 quarter hours
473 hours clinical experience
ANS6002  Clinical Anesthesia II  14
ANS6022  Senior Seminar  1
ANS6042  Anesthesia Review II  1
Quarter VIII  Spring 12 weeks
16 quarter hours
473 hours clinical experience
ANS6003  Clinical Anesthesia III  14
ANS6023  Senior Seminar  1
ANS6043  Anesthesia Review III  1
Quarter IX  Summer 13 weeks
18 quarter hours
559 hours clinical experience
ANS6004  Clinical Anesthesia IV  16
ANS6024  Senior Seminar  1
ANS6044  Anesthesia Review IV  1

The program consists of 12 courses totaling 48-quarter hours. The program includes integrated practical experience, a practicum in nursing education, and a final project to assess learning outcomes.

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

Program Objectives

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

- Utilize research in nursing practice.
- Apply nursing theories to professional practice.
- Analyze the impact of health care policy on clinical practice.
- Evaluate ethical decision making strategies.
- Plan for multi-cultural educational needs.
- Include concepts of health promotion into practice.
- Design teaching plans that integrate advanced care concepts.
- Implement effective teaching skills.
- Develop and evaluate curriculum for academic and other environments.

MASTER’S LEVEL
MASTER OF SCIENCE IN NURSING

(Online degree program)

The Master of Science in Nursing program is designed to develop and enhance the knowledge and skills of registered nurses. It is also designed for those nurses who want to pursue more advanced positions in today’s challenging health care environment. The program blends nursing theory with advanced practice concepts that will prepare students to successfully work within a health care organization or educational setting.
South University 2007-2008 catalog

COURSE LISTING

NSG 5001 Role of the Nurse Educator 4
NSG 5002 Advanced Theoretical Perspectives for Nursing 4
NSG 5003 Advanced Pathophysiology 4
NSG 6001 Advanced Nursing Practice I 4
NSG 6002 Advanced Nursing Practice II 4
NSG 6003 Teaching & Learning Strategies in Nursing 4
NSG 6101 Nursing Research Methods 4
NSG 6102 Evaluation of Educational Outcomes in Nursing 4
NSG 6103 Curriculum Design & Evaluation in Nursing Education 4
NSG 6201 Practicum in Nursing Education I 4
NSG 6202 Practicum in Nursing Education II 4
NSG 6999 Graduate Project in Nursing Education 4

MASTER’S LEVEL
MASTER OF ARTS IN PROFESSIONAL COUNSELING

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

The delivery structure of the program provides the opportunity for students who wish to balance the rigors of work and home while pursuing their master’s degree. Classes will meet each Saturday and weeknights as needed. Students will have the opportunity to complete two to three classes each quarter. Classes will be taken one at a time and each class will be 10 weeks in length.
Students who enroll in the program will be taught via two primary modes of instruction. The majority of the program will involve didactic and experiential classroom instruction. The second mode of instruction will focus on supervised field experiences. Students will be placed in actual community counseling settings and will practice counseling under the auspices of an onsite supervisor. Students in field placements will also receive weekly individual and group supervision from qualified faculty supervisors.

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

**Progression Policy**

During the didactic year, all students are required to maintain a cumulative GPA of 3.0 (on a scale of 4.00). A two part, comprehensive final examination designed by the National Board of Certified Counselors and the South University Professional Counseling Program is administered toward the end of the program.

**COURSE LISTING**

**Professional Counseling – Curriculum for Columbia Campus Only**

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<td>CNS 6002</td>
<td>Counseling Theory</td>
<td>4.5</td>
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<tr>
<td>CNS 6010</td>
<td>Psychopathology</td>
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<tr>
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<td>Diagnostics for Psychopathology (DMS-IV-TR)</td>
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<td>CNS 6027</td>
<td>Human Growth &amp; Development</td>
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<td>CNS 6104</td>
<td>Counseling Skills</td>
<td>4</td>
</tr>
<tr>
<td>CNS 6220</td>
<td>Personality Theories &amp; Individual Counseling</td>
<td>4</td>
</tr>
<tr>
<td>CNS 6301</td>
<td>Professional &amp; Ethical Issues</td>
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<td>CNS 6420</td>
<td>Community Mental Health</td>
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<td>CNS 6507</td>
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<td>CNS 6513</td>
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**Total Hours** 77
### COURSE LISTING
(Savannah and Montgomery campuses only)

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<td>Diagnostics for Psychopathology (DSM-IV-TR)</td>
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<td>Psychopathology</td>
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</tr>
<tr>
<td>CNS6025</td>
<td>Human Growth &amp; Development</td>
<td>4</td>
</tr>
<tr>
<td>CNS6104</td>
<td>Counseling Skills</td>
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<tr>
<td>CNS6220</td>
<td>Personality Theories &amp; Individual Counseling</td>
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<td>Professional &amp; Ethical Issues</td>
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<td>CNS6511</td>
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**Total Hours** 72

### COURSE LISTING
(West Palm Beach campus only)

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**Total Hours** 92

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

Physician assistants perform many medical functions under the supervision of a licensed physician, including, but not limited to, evaluation, monitoring, diagnostics, therapeutics, counseling, and referral. The scope of the practice varies according to state laws, the medical setting, and the training of the PA.

The objectives of the South University PA program are to recruit qualified students from all areas and provide fair and equitable admissions criteria; make available a variety of instructional models and resources to provide the PA student with the most effective learning arrangements and opportunities; provide appropriate cognitive psychomotor and affective learning opportunities for PA students to achieve the necessary competency and proficiency levels expected and required of the physician assistant; provide appropriate learning opportunities for PA students that will prepare them to perform their expected competencies in an ethical, legal, safe, and effective manner upon graduation; prepare PA students to communicate effectively; instill the importance and value of continued education and involvement in appropriate professional and community affairs after graduation; and encourage the PA students to recognize their own strengths and limitations and interpret for others the scope and function of a physician assistant.

The Master of Science degree in Physician Assistant studies is supported by a community-wide network of hospitals, clinics, health agencies, and private medical practices that serve as clinical settings.

PA Certification

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

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

Successful completion of the PANCE allows PA's to become eligible for licensure. Examinees will be awarded a certificate that certifies that the examinee passed the NCCPA exam and satisfied all requirements for initial NCCPA certification. Examinees
must then apply for licensure in the state in which they plan to practice. Currently 49 states have enacted some type of regulatory requirement for PA’s. Although state practices may vary, the most often proposed or enacted vests authority in the state board of medical examiners or similar state agency.

Graduation Requirements

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

To receive an appropriate degree a student must satisfy the following requirements:

• The student normally must complete the course requirements described in the catalog in effect when the student enrolled. Students who leave South University longer than 3 quarters will be required to meet catalog requirements in effect at the time of their return.

• The student must receive a minimum grade of “C” or better in all courses.

• The student must have a cumulative GPA of 2.5 or higher for all course work taken while in the SUPAP.

• The student must take the SUPAP summative evaluation prior to graduation. A summary evaluation of each student is conducted 6-8 weeks prior to program completion to assure students meet defined program expectations for knowledge and technical skills. The student must successfully complete all competency and summative examinations.

• Complete the final Master’s professional research project.

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

SATISFACTORY PROGRESS STANDARDS

Physician Assistant Program

The suitability of a student to be promoted, to remain as a student in the SUPAP, and to graduate from the SUPAP is the responsibility of the faculty. The faculty has established the SUPAP Student Progress and Promotions Committee to review a student’s academic performance and personal suitability for a career in medicine and make appropriate recommendations pertaining to promotion, dismissal, and graduation. The faculty has established the following guidelines and rules as the basis for promotion, dismissal and graduation.
• **The Progress and Promotions Committee:** The Progress and Promotions Committee meets quarterly. The committee reviews classroom and clinical grades, conducts quarterly professionalism evaluations and reviews other information that is available to aid in evaluation of each student. The Committee makes one of the following recommendations to the Program Director: 1) Advance in good standing; 2) Advance on probation; 3) Suspension; 4) Dismissal. Any student not recommended to advance in good standing will be notified by the Program Director. The Program Director will notify the Dean of the School of Health Professions and the Vice President of Academic Affairs on all recommendations of the Progress and Promotions Committee other than advance in good standing. When the Committee recommends action other than advance in good standing, the Program Director will also notify the Dean and Vice President of Academic Affairs of details and justification for the recommendation. The student will receive official notification of the action on behalf of the University. In cases where probation or suspension is recommended by the Committee, the SUPAP Director will meet with the remediation coordinator and the student. The Evaluation and Remediation Coordinator will then confer with the student to define an exact remediation strategy. The Progress and Promotions Committee will continue to assess the student’s progress under the plan provided by the remediation coordinator and SUPAP Director.

• **Academic Performance**

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

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

• **Comprehensive Exams:**

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

- **Probation and Dismissal:** Students who do not meet the minimum performance requirements for the Physician Assistant Program will be placed on probation immediately and referred to the SUPAP Student Progress and Promotions Committee for evaluation. Any student receiving a deficient or failing final course grade (below C) or failing below the minimum GPA requirement will be automatically notified by the SUPAP Director. The Progress and Promotions Committee will then evaluate the student’s performance. The charge of the committee is to review each student’s progress and recommend to the SUPAP Director that the student:
  - Advance in good standing to the next quarter
  - Advance to the next quarter with required remediation, with or without placing the student on academic probation. The Progress and Promotions Committee will recommend appropriate remediation in concurrence with the SUPAP Director.
  - Suspension from SUPAP
  - Dismissal from the SUPAP.

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

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

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

7. Failure to abide by all SUPAP policies and procedures, breaches in the South University or SUPAP Code of Conduct, or Honor Code violations.

**Conduct**

The South University Student Handbook defines a Code of Conduct that must be followed by all students. Failure to comply with general University policies may result in dismissal from the Program and the University according to defined disciplinary procedures enforced by the Dean of Student Affairs. All disciplinary actions will be reported to the Progress and Promotions Committee and will be considered relative to the student's suitability for continued participation in the Program and entry into the PA profession. Each student shall be attired appropriately whenever he/she is in a clinical (patient care) environment.

Failure to adhere to appropriate guidelines for attire can result in dismissal from clinical activity with a resulting penalty applied for absence. In the belief that physicians and PAs are called to the highest standards of honor and professional conduct and understanding that this responsibility begins at the inception of one's medical education rather than upon receipt of a degree, the students of the SUPAP must uphold the following standards that serve as an embodiment of the conduct and integrity to which they aspire. These standards are intended to promote an atmosphere of honesty, trust, and cooperation among the students, the faculty, their patients, and society. Students in the SUPAP are expected to demonstrate behavior that is considered appropriate for a career in medicine. Appropriate behavior includes, but is not in any way limited to honesty, trustworthiness, professional demeanor, respect for the rights of others, personal accountability, and concern for the welfare of patients – all of which are outlined below. Violations of these Standards of Professionalism may result in disciplinary proceedings.

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

**Appeals Process**

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

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

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

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

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

**Grading**

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

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>excellent</td>
<td>4</td>
</tr>
<tr>
<td>B</td>
<td>above average</td>
<td>3</td>
</tr>
<tr>
<td>C</td>
<td>average</td>
<td>2</td>
</tr>
<tr>
<td>D</td>
<td>below average</td>
<td>1</td>
</tr>
</tbody>
</table>

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

F failing 0
(no course credit or residence credit)

WF withdrawal while failing 0
(no course credit or residence credit)

WX withdrawal, registered, never attended 0
(no course credit or residence credit)

P Pass credit 0
(no quality points, restricted to certain courses)

I incomplete

The notation “P” indicates a passing score in a course designated as Pass/Fail (P/F). A student receives credit hours for a P/F course, but there are no quality points assigned and a passing grade does not contribute to the student’s grade point average.

The notation “I” for incomplete will be submitted when assigned work has not been completed. If the work is not completed by the end of the second week of the subsequent academic quarter, a final grade of “F” will be assigned.

**MASTER’S LEVEL**

**MASTER OF SCIENCE PHYSICIAN ASSISTANT**

**Prerequisite Courses**

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

**Physician Assistant Undergraduate Prerequisite Courses**

<table>
<thead>
<tr>
<th>Subject</th>
<th>quarter hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Anatomy &amp; Physiology Sequence</td>
<td>8</td>
</tr>
<tr>
<td>General Biology Sequence</td>
<td>8</td>
</tr>
<tr>
<td>General Microbiology</td>
<td>4</td>
</tr>
<tr>
<td>General Chemistry Sequence</td>
<td>8</td>
</tr>
<tr>
<td>Organic Chemistry</td>
<td>4</td>
</tr>
</tbody>
</table>

*Biochemistry and Introduction to Computers are strongly recommended, but not required.

**M.S.P.A. Didactic Course Requirements** 102 credits

**1st Quarter**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAS5101</td>
<td>Medical Interviewing &amp; Documentation</td>
<td>2</td>
</tr>
<tr>
<td>PAS5110</td>
<td>Physical Assessment I</td>
<td>3</td>
</tr>
</tbody>
</table>
## South University 2007-2008 catalog

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

### MSPA Clinical Course Requirements

- **Total Credits:** 69
- **Adv. Clinical Research:** 3 credits
- **Internal Medicine:** 8 credits
- **General Surgery:** 8 credits
- **Primary Care:** 8 credits
- **Emergency Medicine:** 8 credits
- **Obstetrics/Gynecology:** 8 credits
- **Pediatrics:** 8 credits
- **Behavioral Medicine:** 8 credits
- **Clinical Elective:** 8 credits
- **Adv. Prof. Dev. Seminar:** 2 credits

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

**BACHELOR OF SCIENCE IN HEALTH SCIENCE**

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

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

### Health Science

#### Area I Core Curriculum

| Humanities | ENG1001 English Composition I | 4 |
| ENG1002 English Composition II/Literature | 4 |
| ENG2001 English Composition III | 4 |
| SPC1026 Public Speaking | 4 |
| **Choose 2 of the following:** | 8 |
| ENG2002 World Literature | 2 |
| HUM1001 History of Art through the Middle Ages | 2 |
| HUM1002 History of Art, Middle Ages To Modern Times | 2 |
| PHI2301 Introduction to Philosophy | 2 |
| Math/Science | MAT1001 Intermediate Algebra | 4 |
| MAT1002 College Math | 4 |
| MAT2058 Statistics | 4 |
| AHS1001 Medical Terminology | 4 |
| BIO1011 Anatomy & Physiology I Lab | 2 |
| BIO1012 Anatomy & Physiology I Lab | 2 |
| BIO1013 Anatomy & Physiology II | 4 |
| BIO1014 Anatomy & Physiology II Lab | 2 |
| BIO1015 Pathophysiology | 4 |
| BIO2070 Microbiology | 4 |
| BIO2071 Microbiology Lab | 2 |
| BIO3340 Principles of Genetics | 2 |
| CHM1010 General Chemistry | 4 |
| NUT2050 Nutrition | 4 |
| Social Science | PSY1001 General Psychology | 4 |
| PSY2022 Human Growth & Development | 4 |
| SOC1001 Introduction to Sociology | 4 |
| Other | ITS1000 Computers & the Internet | 4 |
| UVC1000 Strategies for Success | 4 |
### Area II: Business Basics

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGT2037</td>
<td>Principles of Management</td>
<td>4</td>
</tr>
<tr>
<td>ECO2071</td>
<td>Principles of Microeconomics</td>
<td>4</td>
</tr>
<tr>
<td>ECO2072</td>
<td>Principles of Macroeconomics</td>
<td>4</td>
</tr>
<tr>
<td>HSC3000</td>
<td>Ethics in Healthcare</td>
<td>4</td>
</tr>
<tr>
<td>ITS1101</td>
<td>Foundations of Information Technology</td>
<td>4</td>
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</tbody>
</table>

### Area III: Healthcare Delivery System

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM2002</td>
<td>Healthcare Delivery Systems</td>
<td>4</td>
</tr>
<tr>
<td>HCM2003</td>
<td>Issues and Trends in the Healthcare Industry</td>
<td>4</td>
</tr>
<tr>
<td>HSC3010</td>
<td>Long Term Care</td>
<td>4</td>
</tr>
<tr>
<td>HSC3015</td>
<td>Behavioral Health</td>
<td>4</td>
</tr>
<tr>
<td>HSC3020</td>
<td>Managed Care</td>
<td>4</td>
</tr>
<tr>
<td>HSC3030</td>
<td>Federal &amp; State Health Programs</td>
<td>4</td>
</tr>
</tbody>
</table>

### Area IV: Public Health

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM2001</td>
<td>Issues in Public Health</td>
<td>4</td>
</tr>
<tr>
<td>HSC2010</td>
<td>Medical Sociology</td>
<td>4</td>
</tr>
<tr>
<td>HSC4010</td>
<td>Epidemiology &amp; Disease Control</td>
<td>4</td>
</tr>
<tr>
<td>HSC4020</td>
<td>Health Prevention &amp; Wellness</td>
<td>4</td>
</tr>
<tr>
<td>HSC4030</td>
<td>Women &amp; Minority Health Issues</td>
<td>4</td>
</tr>
<tr>
<td>HSC4040</td>
<td>Emergency &amp; Disaster Management</td>
<td>4</td>
</tr>
<tr>
<td>HSC4050</td>
<td>Telemedicine</td>
<td>4</td>
</tr>
</tbody>
</table>

### Area V: The Medical Office

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC4060</td>
<td>Working with Healthcare Professionals</td>
<td>4</td>
</tr>
<tr>
<td>AHS2087</td>
<td>Medical Office Procedures</td>
<td>4</td>
</tr>
<tr>
<td>AHS2090</td>
<td>Medical Insurance Coding</td>
<td>4</td>
</tr>
<tr>
<td>AHS2092</td>
<td>Computers in the Medical Office</td>
<td>4</td>
</tr>
</tbody>
</table>

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### BACHELOR’S LEVEL

**BACHELOR OF SCIENCE IN NURSING**

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

The BSN program is designed for the non-registered nurse student. Students may complete prerequisite courses in as few as six quarters and then make application to enter the nursing program, which is taught over seven quarters. The program allows highly motivated full-time students to complete the program of study in nursing in a concentrated period of time. After successful completion of the nursing program, the graduate must pass the National Council Licensure Examination-Registered Nurse (NCLEX-RN) in order to obtain licensure and begin practice as a registered nurse.
School of Health Professions

Authorization and Licensure

The Bachelor of Science in Nursing program at South University is authorized to operate by the Florida State Board of Nursing and is licensed to award the degree of Bachelor of Science by the Commission for Independent Education, Florida Department of Education. The Bachelor of Science in Nursing program at West Palm Beach is nationally accredited by the Commission on Collegiate Nursing Education (CCNE).

Limited Access Program

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

Prerequisite Courses

Students may complete the nursing program prerequisites by satisfying the degree requirements for an Associate of Science in Allied Health Science from South University if the student completed the program during the time it was offered or by completing the prerequisite courses from a regionally accredited collegiate institution. Also completion of the first two years of the BS Health Science at South University.

Prerequisite Courses for the South University Bachelor of Science in Nursing Program

Undergraduate Prerequisites
(in quarter hours)

<table>
<thead>
<tr>
<th>Humanities</th>
<th>24 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Composition sequence</td>
<td>3 courses</td>
</tr>
<tr>
<td>Humanities Electives</td>
<td>2 courses</td>
</tr>
<tr>
<td>Public Speaking</td>
<td>1 course</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Math and Science</th>
<th>42 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math Electives</td>
<td>2 courses</td>
</tr>
<tr>
<td>Statistics</td>
<td>1 course</td>
</tr>
<tr>
<td>Anatomy &amp; Physiology (with lab)</td>
<td>2 courses</td>
</tr>
<tr>
<td>Microbiology (with lab)</td>
<td>1 course</td>
</tr>
<tr>
<td>General Chemistry</td>
<td>1 course</td>
</tr>
<tr>
<td>Nutrition</td>
<td>1 course</td>
</tr>
<tr>
<td>Approved Elective</td>
<td>1 course</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Science</th>
<th>12 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Human Growth &amp; Development</td>
<td>1 course</td>
</tr>
<tr>
<td>General Psychology</td>
<td>1 course</td>
</tr>
<tr>
<td>Sociology</td>
<td>1 course</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Electives</th>
<th>12 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Elective</td>
<td>1 course</td>
</tr>
<tr>
<td>Open Electives</td>
<td>2 courses</td>
</tr>
</tbody>
</table>

Total Prerequisite Curriculum Credits 90

Application Process and Deadline

The nursing program begins a new class twice each year, one during the Spring Quarter and one during the Fall Quarter. Application packets will be available in the Fall Quarter for the Spring Quarter Program Start and during the Spring Quarter for the Fall
Quarter Program Start. Fully completed application materials (including evidence of completion of all prerequisite courses) are due on the first day of the Summer Quarter for Fall Quarter applicants and the first day of the Winter Quarter for Spring Quarter applicants. Incomplete or late applications will not be considered.

The Nursing Program
Applicants will be selected for admission into the Nursing Program using a composite of: cumulative grade point average (GPA), core courses GPA, Nurse Entrance Test (NET) score, and NET reading comprehension score.

Suggested Nursing Curriculum Sequence

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

2nd Quarter
- NSG3022 Pharmacotherapeutics I 3
- NSG3023 Fundamentals of Nursing 3
- NSG3024 Fundamentals of Nursing Skills Lab 4
- NSG3027 Fundamentals of Nursing Practice 2
- NSG3028 Caring for the Community 4

3rd Quarter
- NSG3032 Pharmacotherapeutics II 3
- NSG3033 Caring for Adults I 5
- NSG3034 Caring for Adults I – Practice 5
- NSG3036 Introduction to Nursing Research 3

4th Quarter
- NSG3042 Caring for Women & Neonates 4
- NSG3043 Caring for Women & Neonates – Practice 5
- NSG3044 Caring for Adults II 2
- NSG3045 Caring for Adults II – Practice 3

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

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

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

Total Nursing Curriculum Credits 102
PROGRESSION POLICY

The South University nursing program consists of seven quarters. Successful completion of all courses within each quarter is required for progression to the next quarter.

Didactic courses receive letter course grades while lab and practice courses receive a grade of pass or fail. All didactic courses must be passed with a grade of C or better. Additionally, students must maintain a GPA of 2.5 in all didactic courses and must earn a passing grade in all lab or practice courses.

Progression is also contingent upon passing required assessment examinations. Students are required to pass these examinations at or above the national average score. These examinations include:

1. Educational Resources Incorporated: Comprehensive Achievement Examinations, the Pre-RN examination, and the RN Assessment. Students are required to obtain a score equal to or above the national average scores on all assigned achievement examinations. Failure to achieve the required score will result in course failure and prevent progression in the nursing program.


Junior level students must receive a score of 80% or higher on all math examinations. Senior level students must receive a score of 90% or higher on all math examinations. A maximum of three opportunities are allowed to pass the math requirement each quarter. Failure to pass the math requirement will result in course failure and prevent progression in the nursing program.

BACHELOR’S LEVEL
BACHELOR OF SCIENCE IN NURSING COMPLETION PROGRAM

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

Graduates of the South University BSN Completion program meet the same outcome objectives whether in the on-ground BSN program or the online BSN Completion program. Both programs are derived from the same philosophy and reflect core competencies as stated in the Essentials of Baccalaureate Nursing Practice by the American Association of Colleges of Nursing (AACN).
The Bachelor of Science in Nursing Completion program is nationally accredited for the West Palm Beach campus by the Commission on Collegiate Nursing Education (CCNE). The programs on the Tampa and Columbia campuses are seeking CCNE accreditation.

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

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

Admission to RN to BSN Nursing Track Requires:

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

Clinical Requirements

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

Nursing Completion Program
Bachelor of Science

Major Curriculum

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
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<tbody>
<tr>
<td>General education/prerequisites</td>
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<tr>
<td>Nursing (45 transfer + 45 from South University)</td>
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<td>NSG3005 Transition into Professional Nursing for RN's</td>
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<tr>
<td>NSG3016 Caring for a Multicultural Society</td>
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<tr>
<td>NSG3012 Principles of Assessment for RNs</td>
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</table>
School of Health Professions

NSG3036  Nursing Research  3
NSG3028  Caring for Community  4
NSG4070  Legal & Ethical Issues for the RN  2
NSG4028  Teaching & Learning  4
NSG4029  Leadership  4
NSG4064  Financial Management for Nurses  4
NSG4055  Illness & Disease Management across the Life Span  4
NSG40XX  Nursing Elective*  4
NSG4075  Holistic Professional Nursing  6

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

Program Objectives
The objectives of the Bachelor of Science in Nursing Completion Program are to graduate knowledgeable practitioners of professional nursing who will:

- Provide nursing care in a multitude of settings with technical proficiency that integrates foundational, discipline-specific and interdisciplinary knowledge essential for professional practice.
- Integrate caring and concern for humanity with scientific knowledge to promote health and quality of life.
- Utilize critical thinking skills to adapt to the challenges of nursing practice of today and the future.
- Apply critical thinking skills in establishing priorities, delegating responsibility, and formulating decisions.
- Utilize the nursing process to promote health and well being in persons, families and communities.
- Communicate effectively and collaboratively within nursing and other health care disciplines.
- Provide comprehensive holistic care to persons, families and communities in any healthcare setting.
- Collaborate with consumers and other health professionals to initiate improvements of health care and health promotion.
- Model professional behavior by accepting responsibility and accountability for individual nursing practice, and for commitment to personal and professional growth.
- Empower persons experiencing health challenges by providing education and promoting health and well being.
- Demonstrate professionalism by advocating for legal, ethical, financial and political issues involving health care.
The Bachelor of Arts in Psychology program provides students with a broad background in general education, and to provide initial training and quality instruction for students seeking entry-level careers in psychology or a graduate degree in the behavioral sciences.

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

**Psychology Bachelor of Arts** 180 credits

**Area I Core Curriculum** 76 credits

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

**Humanities**
- ENG1001  Composition I/Essay 4
- ENG1002  Composition II/Literature 4
- ENG2001  Composition III 4
- ENG2002  World Literature 4
- PHI2301  Introduction to Philosophy 4
- SPC1026  Public Speaking 4

**Social Science**
- PSY1001  General Psychology 4
- SOC1001  Introduction to Sociology 4
- POL2076  American Government 4

**Personal Development**
- UVC1000  Strategies for Success 4

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

**Electives (12 credits required)**

Choose three from the following:
- BUS1101  Introduction to Business 4
- CRJ1001  Introduction to the Criminal Justice System 4
- CRJ1002  Introduction to Law Enforcement 4
- CRJ1003  Introduction to the Criminal Courts 4
- CRJ1004  Introduction to Corrections 4
- HIS1001  History of Art: Early Civilization 4
- HUM1001  History of Art through the Middle Ages 4
- HUM1002  History of Art from the Middle Ages to Modern Times 4
- ITS1000  Computer & Internet Literacy 4
- MGT2037  Principles of Management 4

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

**Area II Major Curriculum** 104 credits

**2000 Level Psychology Foundation (20 credits)**
- PSY2007  Statistics for Behavioral Sciences 4
- PSY2010  Abnormal Psychology 4
- PSY2020  Lifespan Development 4
- PSY2050  History & Systems 4
- PSY2060  Research Methods 4

**2000 Level Labs**

**Psychology Foundation (4 credits)**
- PSY2008  Statistics for Behavioral Sciences Lab 2
- PSY2061  Research Methods Lab 2
School of Health Professions

3000 Level Core  (28 credits)
PSY3001 Cognitive 4
PSY3010 Social Psychology 4
PSY3300 Personality 4
Four-3000 electives 16
Choose 4 from the following:
PSY3400 Sensation & Perception 4
PSY3500 Motivation 4
PSY3520 Child/Adolescent Development 4
PSY3530 Adult Development 4
PSY3540 Elderly Development 4

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

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

4000 Level Courses  (48 hours)
PSY4001 Addictions 4
PSY4030 Multicultural Psychology 4
PSY4040 Human Sexuality 4
PSY4200 Psychology & the Media 4
PSY4300 Anxiety Disorders 4
PSY4320 Psychology & Gender 4
PSY4400 Child & Adolescent Disorders 4
PSY4420 Health Psychology 4
Four-4000 electives 16
Choose 4 from the following:
PSY4470 Psychology & Law 4
PSY4480 Psychology of Religion 4
PSY4490 Biological Psychology 4
PSY4540 Introduction to Professional Counseling 4
PSY4550 Introduction to Psychological Testing & Assessment 4
PSY4800 Senior Seminar I 4

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

ASSOCIATE’S LEVEL
ASSOCIATE OF SCIENCE IN MEDICAL ASSISTING

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

The Medical Assistant program is accredited by the Commission on Accreditation of Allied Health Programs (www.caahep.org) upon the recommendation of the Curriculum Review Board of The American Association of Medical Assistants Endowment (AAMAE). The medical assisting program is devoted to a competency-based education with emphasis on the students’ mastery of clinical and administrative competencies. These competencies are validated through performance on tests, terminal performance objectives, and a clinical externship. Their training culminates in a required 200-hour, unpaid, supervised externship at a local medical practice during their last quarter of study.
South University  2007-2008 catalog

Medical Assisting
Associate of Science  92 credits
Areas I Core Curriculum  40 credits
Business Foundation
BUS2023  Business Communications  4
Approved Electives:  8
Choose two from the following:
ITS1000  Computer & Internet Literacy  4
BUS1021  Introduction to Word Processing  4
BUS2021  Spreadsheet & Database  4
Mathematics/Science
Math Elective (MAT1001 or MAT1002)  4
Humanities
SPC1026  Public Speaking  4
ENG1001  Composition I  4
ENG1002  Composition II/Literature  4
ENG2001  Composition III  4
Personal Development
UVC1000  Strategies for Success  4
Social Science
Choose one from the following:
PSY1001  General Psychology  4
PSY2022  Human Growth & Development  4
Area II Major Curriculum  52 credits
BIO1011  Anatomy & Physiology I  4
BIO1012  Anatomy & Physiology I Lab  2
BIO1013  Anatomy & Physiology II  4
BIO1014  Anatomy & Physiology II Lab  2
BIO1015  Pathophysiology  4
AHS1001  Medical Terminology  4
AHS2005  Clinical Competencies I  4
AHS2006  Clinical Competencies II  4
AHS2007  Clinical Laboratory Competencies  4
AHS2087  Medical Office Procedures  4
AHS2090  Medical Insurance & Coding  4
AHS2092  Computers in the Medical Office  4
AHS2099  Medical Assisting Externship  8

ASSOCIATE’S LEVEL
ASSOCIATE OF SCIENCE IN PHYSICAL THERAPIST ASSISTING*

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

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

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

**Physical Therapist Assisting**  
*(not offered at Columbia Campus)*

**Associate of Science** 110 credits  
**Area I Core Curriculum** 36 credits

- **Mathematics/Science**  
  BIO1011 Anatomy & Physiology I 4  
  BIO1012 Anatomy & Physiology I Lab 2  
  BIO1013 Anatomy & Physiology II 4  
  BIO1014 Anatomy & Physiology II Lab 2  
  Math Elective (MAT1001 or MAT1002) 4

- **Humanities**  
  SPC1026 Public Speaking 4  
  ENG1001 Composition I 4  
  ENG1002 Composition II/Literature 4

- **Social Science**  
  AHS1001 Medical Terminology 4  
  Approved Social Science Elective (PSY 1001 or SOC 1001) 4

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

**ASPTA PROFESSIONAL PREPARATION REQUIREMENTS:**

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

**Area II Major Curriculum** 74 credits

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<td>Introduction to Physical Therapist Assisting</td>
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<td>PTA1003</td>
<td>Pathophysiology</td>
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<td>PTA1005</td>
<td>Kinesiology with Lab</td>
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<tr>
<td>2nd Quarter</td>
<td>PTA1006</td>
<td>Testing &amp; Measurement with Lab</td>
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<tr>
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<td>PTA2000</td>
<td>Habilitation Rehabilitation with Lab</td>
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<td>3rd Quarter</td>
<td>PTA1008</td>
<td>Modalities with Lab</td>
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<td>PTA2021</td>
<td>Therapeutic Exercise &amp; Orthopedic Applications</td>
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<td>4th Quarter</td>
<td>PTA2046</td>
<td>Advanced Habilitation Rehabilitation with Lab</td>
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<td>PTA2047</td>
<td>Essentials of Clinical Care</td>
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<td>PTA2050</td>
<td>Professional Seminar</td>
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</table>
5th Quarter
PTA2048 Clinical Externship I 8
PTA2049 Current Rehabilitation Issues 4

6th Quarter
PTA2099 Clinical Externship II 12

PTA PROGRAM
PROGRESSION STANDARDS

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

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

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

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

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

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

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

7. Students who have been dismissed from the program may reapply for advanced standing only after a minimum of one year from the time that they were dismissed from the program. Readmission will be based on all applicable admissions criteria at the time of application for readmission. The student, if accepted, will start at the beginning of all advanced standing coursework, regardless of grades obtained in the courses prior to dismissal from the program.
SCHOOL OF PHARMACY

DOCTOR OF PHARMACY DEGREE

The South University School of Pharmacy is located on the institution’s campus in Savannah, Georgia, and offers a Doctor of Pharmacy program tailored to accentuate the future of the pharmacy profession while also developing pharmacists to be familiar with contemporary pharmacy practice.

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

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

School of Pharmacy Mission Statement

The Mission of South University School of Pharmacy is to serve the public’s health care needs by preparing pharmacists to provide pharmaceutical care that improves health outcomes for patients. The School will provide a learning community that facilitates critical thinking, problem-solving skills and scholarship, using industry-relevant technology. It will provide for active student centered learning that fosters life-long learning and continuing professional development. Although the School will prepare pharmacists for all areas of practice, special emphasis is placed on the community environment in which the majority of health care services will be provided in the future.

In fulfillment of its mission, The School of Pharmacy strives for excellence in the following broad areas.

Teaching

• Provide students with the knowledge, skills, abilities, attitudes and values necessary to practice pharmaceutical care.
• Develop an understanding of and approach to critical inquiry.
• Facilitate the transformation of students from dependent to independent learners.
• Foster a desire and need for life-long learning.
• Provide a model of care that improves health outcomes for patients.

Scholarship

• Engage in all forms of scholarship including the scholarship of teaching.
Exposure to the processes of research.
Encourage scholarly inquiry into the benefits of pharmaceutical care in improving patient outcomes.

Professional Service and Practice
- Develop an understanding of the value of interdisciplinary care.
- Provide students with models of wellness and community health programming.
- Involve students in the profession of pharmacy.

Community Service
- Develop an understanding of the importance of volunteerism and its impact on the community.
- Integrate the School into the daily life of the community.

South University Campus and Affiliations with Health Care Facilities

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

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

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

ACCREDITATION

Full accreditation status was granted to the South University Doctor of Pharmacy program by the Accreditation Council for Pharmacy Education (www.acpe-accredit.org), 20 North Clark Street, Suite 2500, Chicago, IL
South University 2007-2008 catalog


2007-08 Curriculum and Courses 206.5 credits

1st Quarter
PHA3101 Biochemistry I 3
PHA3103 Human Anatomy/Physiology/Pathophysiology I 5
PHA3107 Pharmaceutical Calculations 2
PHA3108 Pharmaceutical Analysis & Laboratory 3
PHA3131 Professional Practice I & Informatics 3
PHA3150 Health Care Systems 2

2nd Quarter
PHA3102 Biochemistry II 3
PHA3104 Human Anatomy/Physiology/Pathophysiology II 5
PHA3111 Pharmaceutics I with Laboratory 4
PHA3132 Professional Practice II 1
PHA3126 Application of Informatics in Health Care 0.5
PHA3151 Communications 2
PHA3159 Introduction to Integrated Sequence (Medicinal Chemistry & Pharmacology) 2.5

3rd Quarter
PHA3112 Pharmaceutics II with Laboratory 3
PHA3109 Microbiology/Immunology 5
PHA3110 Molecular Biology 3
PHA3124 Pharmacotherapy I 2
PHA3133 Professional Practice III 1
PHA3162 Integrated Sequence I (Medicinal Chemistry/Pharmacology) 4

4th Quarter
PHA4211 Basic Pharmacokinetics/Biopharmaceutics 4
PHA4252 Pharmacy Law/Ethics 2.5
PHA4261 Integrated Sequence II (Medicinal Chemistry, Pharmacology, Therapeutics)** 8
PHA4225 Pharmacotherapy II 3

5th Quarter
PHA4280 Community Prof. Practice Experience* 8
PHA4281 Institutional Prof. Practice Experience* 8

6th Quarter
PHA4227 Clinical Pharmacokinetics/Therapeutic Drug Monitoring 3
PHA4263 Integrated Sequence III 8 (Medicinal Chemistry, Pharmacology & Therapeutics)
PHA5335 Clinical Epidemiology & Biostatistics 3
PHA42xx Electives 3
PHA4235 Intermediate Experiential Seminar 1

7th Quarter
PHA533 Drug Information, Literature Evaluation, Research Design & Methods 3
PHA535 Pharmacy Practice Management 3
PHA5363 Integrated Sequence IV, (Medicinal Chemistry, Pharmacology, Therapeutics) 11

8th Quarter
PHA5331 Applied Pharmaceutical Care I: Principles of Physical Assessment 4

156
<table>
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<th>Course Title</th>
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**9th Quarter**

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<td>Complementary &amp; Preventive Medicine</td>
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<tr>
<td>PHA5332</td>
<td>Applied Pharmaceutical Care II: Managing Disease States</td>
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<td>PHA5366</td>
<td>Integrated Sequence VI (Medicinal Chemistry, Pharmacology &amp; Therapeutics)</td>
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<td>PHA5354</td>
<td>Health Economics &amp; Outcomes Assessment</td>
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**10th, 11th, and 12th Quarters**

**Advanced Professional Practice Experience Rotations**

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<td></td>
<td>Community Practice*</td>
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<td>PHA6483</td>
<td>Advanced Professional Practice Experience</td>
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<td>Primary/Ambulatory Care</td>
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<td>PHA6484</td>
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<td>Internal Medicine/Acute Care</td>
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<td>PHA6485</td>
<td>Advanced Professional Practice Experience</td>
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<td>Medicine Specialty</td>
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<td>PHA6486</td>
<td>Advanced Professional Practice Experience</td>
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<td>(Drug Information or Medical Specialty)</td>
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* Includes an Advanced Community Experience based on Pharmaceutical Care

**For the Class of 2009 Only**

2006-07 Curriculum Revision for Quarters 1, 2, and 3

**1st Quarter**

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<td>PHA3101</td>
<td>Biochemistry I</td>
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<td>PHA3113</td>
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<tr>
<td>PHA3107</td>
<td>Pharmaceutical Calculations</td>
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<tr>
<td>PHA3115</td>
<td>Pharmaceutical Analysis</td>
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<tr>
<td>PHA3119</td>
<td>Professional Practice &amp; Informatics</td>
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<tr>
<td>PHA3135</td>
<td>Integrated Pharmacy Skills Laboratory I</td>
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<tr>
<td>PHA3150</td>
<td>Health Care Systems</td>
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**2nd Quarter**

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<tr>
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<td>Biochemistry II</td>
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<tr>
<td>PHA3114</td>
<td>Pathophysiology II</td>
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<tr>
<td>PHA3116</td>
<td>Pharmaceutics I</td>
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<tr>
<td>PHA3136</td>
<td>Integrated Pharmacy Skills Laboratory II</td>
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<tr>
<td>PHA3126</td>
<td>Application of Informatics in Health Care</td>
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<tr>
<td>PHA3151</td>
<td>Communications</td>
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<tr>
<td>PHA3159</td>
<td>Introduction to Integrated Sequence</td>
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**3rd Quarter**

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<tr>
<td>PHA3109</td>
<td>Microbiology/Immunology</td>
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<td>PHA3110</td>
<td>Molecular Biology</td>
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<td>PHA3124</td>
<td>Pharmacotherapy</td>
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<td>PHA3137</td>
<td>Integrated Pharmacy Skills Laboratory II</td>
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<tr>
<td>PHA3162</td>
<td>Integrated Sequence I (Medicinal Chemistry &amp; Pharmacology)</td>
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Online Learning at South University
(Savannah campus)

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

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

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

Online course delivery allows students who do not live near a South University campus to pursue an academic degree through South University and receive the same high level of instruction and personal attention afforded to students enrolled in a degree program on campus.

South University currently offers nine programs online: the Master of Business Administration, the Master of Business Administration in Healthcare Administration, Master of Science, Criminal Justice, the Bachelor of Business Administration, the Bachelor of Science in Criminal Justice, the Bachelor of Science in Health Care Management, the Bachelor of Science in Information Technology, the Bachelor of Science in Health Sciences and the Bachelor of Science in Nursing Completion program. Using each existing on-ground program as a model, these online programs have been structured to provide a curriculum that meets the needs of online students while delivering the same high-caliber academic training as the on-ground programs.
Tuition and Fees

Tuition for most online degree programs is $1120 per 4-credit course ($280 per credit hour). Tuition does not include an initial one-time application fee of $50. Please refer to the Financial Information chapter of the South University catalog for details regarding South University financial information policies. Tuition for the online Bachelor of Science Nursing Completion program is $1180 per 4 credit hour course ($295 per credit hour). Tuition for the Master of Business Administration and Master of Business Administration in Healthcare Administration degree programs is $445 per credit hour. Tuition for the Master of Science, Criminal Justice is $415 per credit hour. Tuition for the Master of Science in Nursing is $324 per credit hour.

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

About Online Courses

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

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

Online Quarters

Online quarters (also referred to as academic period and payment period) consist of any two consecutive 5 ½ week sessions. A quarter is the same as an academic period and can also be considered the payment period. Refunds are calculated by the payment period (quarter). All tuition and aid is included in the calculation regardless in which session classes are dropped in order to return Title IV aid as it was paid. For additional information on the withdrawal process and handling of Title IV funds see the section titled RETURN OF TITLE IV FUNDS of the catalog. If a student attends class and withdraws in the first session and does not attend the sec
ond session, a grade of W will be entered for all classes. The beginning of each online quarter coincides with the on-ground academic calendar. Session dates are subject to change. Please refer to the South University Online Web site for current calendar.

**Participation in Online Programs**

Students considering enrollment in an online program are encouraged to complete a short self-administered survey available through the South University online programs Web site [http://online.southuniversity.edu](http://online.southuniversity.edu). Prior to enrolling in an online program, students will speak with an associate director of admissions to discuss subject interests, learning activities and styles and the amount of time available to pursue an online education. The associate director of admissions will be able to recommend an appropriate program of study and course load.

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

**Tuition Adjustments**

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

**Dropping and Adding a Course**

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

**Add/Drop Period**

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

**Dropping Courses**

Courses that are dropped after the Drop/Add period but prior to the end of the ninth week of the quarter, Week 4½ or 31st day of 5½ week term, or equivalent percentage, will result in a grade of “W”. Courses dropped after this point will result in the grade of a WF.

**Official Withdrawals**

Fully online students who wish to officially withdraw from school must contact their Academic Advisor. Students who attend classes and withdraw in the first session of their quarter and do not attend the second session will receive a WX for those classes. Failure to attend all of your scheduled classes during the first week of the session will result in a withdrawal from school. Failure to attend one of your scheduled classes during the first week of the session will result in a class only drop. Students may receive a W for those classes and may be responsible for any charges.

**Grade Impact of a Drop During Second Session**

Students who attend class and withdraw in the first session and do not attend the second session will receive a WX for those classes.

**Academic and Software Orientation**

All new online students are required to complete an online orientation course prior to starting classes. This orientation covers the expectations, policies, and procedures associated with online learning at South University and provides students with an opportunity to practice working within the online classroom environment. It is absolutely necessary that students are prepared to begin working within the online classroom environment on the first day of class, as they will not have the time to orient themselves once classes are underway. During class, students have access to a 24-hour toll-free support line should they have problems functioning within the online classroom.

Some courses will also require students to have working knowledge of software used in the class. Students are encouraged to take advantage of learning opportunities offered through software user manuals, software manufacturer user forums and South University Online student forums as they prepare for using software applications in class.

**Registration for Online Courses**

Online students are pre-registered for classes by their Academic Advisor. Students will receive their pre-registration schedule via e-mail and will be required to electronically accept the schedule in order to confirm their reg-
istration. Should a student have a question about the schedule or wish to be contacted by his or her Online academic advisor, the student will have the option to do so. South University cannot guarantee course availability for students who register after the pre-registration period.

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

**Student Services**

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

**Career Services**

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

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

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

**Student Support**

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

**Campus Common**

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

**Student Portal**

The South University Student Portal allows students to easily access information about their account includ-
ing academics and financial aid. The Student Portal is the gateway to the online classroom and also allows student to view documents such as course catalogs and directories.

**Student Financial Aid**

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

**Refunds/Withdrawals**

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

**Emergency Leave Policy**

Students experiencing a personal emergency during a class session may request an “Incomplete” grade in their current class(es). A personal emergency is defined as a documented natural disaster, documented student illness or death in family, or military leave with specific return date, and are effectively determined by the Program Directors. Once a student has been granted an “Incomplete” grade, they must follow the policy regarding completion of the course as outlined in the catalog. If the emergency situation does not permit you to meet the incomplete requirements, please contact your advisor for additional options.

**Textbooks**

Textbooks for online courses may be obtained from the South University online textbook partner, which offers secure online credit card purchases. A direct link to this vendor can be found in the online programs course catalog. It is possible to obtain 48-hour delivery for most textbook purchases: [http://direct.mbsbooks.com/southu.htm](http://direct.mbsbooks.com/southu.htm)

**Equipment**

Prior to registration, students should obtain a technical specification list for hardware and software that supports the online courses. This list is always available from the download documents section of the online programs.
course catalog [www.southuniversity-online.com/catalog]. Students may purchase necessary equipment through the hardware and software partners associated with South University, or through another vendor of choice.

**Internships**

Students enrolled in a program requiring an internship or practicum must contact their academic advisor three quarters prior to the start of the course. Students are responsible for finding their own internship or practicum but the internship or practicum must be pre-approved by South University and their advisor will help them through the approval process. We strongly suggest that students seek guidelines for the internship or practicum from their academic advisor to ensure it will meet the requirements. Students must have written approval and complete all necessary paperwork prior to starting the course.

**Programs Offered Online or Partially Online Through South University Savannah**

Master of Business Administration
Master of Business Administration, Healthcare Administration
Master of Science, Criminal Justice
Master of Science in Nursing
Bachelor of Business Administration
Bachelor of Science in Criminal Justice
Bachelor of Science in Healthcare Management

Bachelor of Science in Information Technology
Bachelor of Science in Legal Studies (partially online)
Bachelor of Science in Nursing Completion
Associate of Science in Business Administration
Associate of Science in Information Technology
Associate of Science in Paralegal Studies (partially online)

**Course Offerings Online**

Online courses, like on-ground classes at South University, are offered in either a 11 week or 5½ week format. Below is a list of online courses offered in the 11-week format:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
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<tbody>
<tr>
<td>BIO1011</td>
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<td>BIO1012</td>
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<td>BIO1013</td>
<td>A&amp;P II</td>
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<tr>
<td>BIO1014</td>
<td>A&amp;P II Lab</td>
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<td>NUT2050</td>
<td>Nutrition</td>
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DESCRIPTION OF COURSES

COURSE NUMBERS
DESCRIPTION OF COURSES

South University courses are numbered according to the general level of instruction. Although there are exceptional cases, most courses numbered at the 1000-2000 levels are designed for freshmen and sophomore students; courses numbered at the 3000-4000 levels are intended for junior and senior students. Non-credit developmental courses are designated by a 0099-course number. Courses are assigned letters by the department/major area in which they are taught and are listed in alphabetical order.

Academic offerings are subject to change at the discretion of the institution. Prerequisites can be waived with the permission of the department chairman or coordinator and the instructor. Certain courses may be taken through independent study with the prior approval of the vice president or academic dean, registrar, and instructor.

South University reserves the right to cancel any scheduled class if 10 or fewer students are registered.

ACC1001 Accounting I
Prerequisites: None

As an introduction to accounting, ACC1001 introduces the student to the basic structures, principles, and practices involved in understanding and completing the accounting cycle. Each individual step of the accounting cycle, from analyzing source documents to the final preparation of financial statements, is covered with an emphasis on accounting for a sole proprietorship service business. 4 quarter hours

ACC1002 Accounting II
Prerequisites: ACC1001 with grade of C or better

This course is a continuation of Accounting I and introduces the student to a more detailed analysis of the components and preparation of the Balance Sheet, Income Statement, Statement of Retained Earnings, and Statement of Cash Flows for a corporate entity. 4 quarter hours

ACC1003 Accounting III
Prerequisites: ACC1002 with grade of C or better

This course is a continuation of Accounting I and II. The student learns to apply the knowledge gained in Accounting I and II to specialized areas of accounting such as financial statement analysis, cost accounting, and managerial accounting. 4 quarter hours

ACC2000 Cost Accounting
Prerequisites: ACC1002, MAT0099 or exemption thereof

This course is designed to explain the concept of cost accounting, to develop a vocabulary of cost accounting terminology, and to explain and
demonstrate routine principles and procedures of cost accounting. It includes application of cost accounting to manufacturing enterprises and problems concerning materials, labor, and manufacturing overhead expenses. 4 quarter hours

**ACC2002 Government and Not-for-Profit Accounting**

*Prerequisites: ACC1001 with grade of C or better, MAT0099 or exemption thereof.*

This course introduces the student to the basic concepts of fund accounting and budgeting as applied to governments and not-for-profit entities. These concepts are carried through to the production of annual financial statements and conversions to produce government-wide financial statements in conformance with current GASB Statements and not-for-profit statements. 4 quarter hours

**ACC2003 Business Taxation**

*Prerequisite: ACC1001*

This course introduces the student to many of the common tax issues that normally confront small businesses. Some of the issues addressed include income, employment, sales, and property taxes considerations. 4 quarter hours

**ACC2010 Automated Accounting Systems and Processes I**

*Prerequisites: ACC1002 and ITS1101 (ITS1000 Computer and Internet Literacy for online students).*

This course explores how to implement and use automated accounting systems. Topics may include setting up a chart of accounts, journalizing business transactions for sales and expenses, creating receivables and payables schedules, and producing financial statements for small and medium size businesses. 4 quarter hours

**ACC2015 Automated Accounting Systems and Processes II**

*Prerequisites: ACC2010.*

This course continues the exploration of how to implement and use automated accounting systems. Topics may include transferring information from different software packages into the accounting system, payroll, inventories, cash budgeting, and financial ratios. 4 quarter hours

**ACC3010 Accounting Information Systems**

*Prerequisites: ACC1003.*

This course provides students with an integrated view of business processes/cycles, information processes, and accounting procedures. Topics may include how business and information processes implement business strategy, with internal controls embedded to mitigate different types of risk. Emphasis is placed on linkages between financial and managerial accounting techniques and business processes. 4 quarter hours

**ACC3020 Intermediate Financial Accounting I**

*Prerequisites: ACC1002.*

This course explores Generally Accepted Accounting Principles
(GAAP) associated with preparing and reporting a corporation’s balance sheet, income statement, and statement of cash flows. Topics may include the regulatory environment surrounding financial accounting, measurement and reporting of balance sheet assets, and fundamental revenue and expense recognition principles. 4 quarter hours

**ACC3025 Intermediate Financial Accounting II**  
*Prerequisites: ACC3020.*  
This course continues the exploration of Generally Accepted Accounting Principles (GAAP) associated with preparing and reporting corporation’s balance sheet, income statement, and statement of cash flows. Topics may include the measurement and reporting of balance sheet liabilities and equity, more advanced revenue and expense recognition situations, and accounting corrections and changes. 4 quarter hours

**ACC3028 Intermediate Financial Accounting III**  
*Prerequisites: ACC3025.*  
This course continues the exploration of Generally Accepted Accounting Principles (GAAP) associated with complex financial transactions that are fundamental to modern corporations. Topics may include asset and/or utility acquisition through leases, accounting for employee pensions and post-retirement benefits, accounting for federal income taxes, and financial instruments. Students may also prepare more sophisticated financial statements to report the effect of complex financial transactions. 4 quarter hours

**ACC3040 Cost Accounting**  
*Prerequisites: ACC3010 I.*  
This course explores cost accumulation and budgeting systems applicable to manufacturing, service, and informational organizations. Students relate cost accounting information to management planning and decision-making activities. Topics may include job order, process, and activity-based costing systems. 4 quarter hours

**ACC3045 Intermediate Cost Management**  
*Prerequisites: ACC3040, and BUS4101.*  
This course continues the exploration of cost management techniques and approaches used in manufacturing, service, and information organizations. Topics may include performance measurement and reporting systems, total quality management (TQM), cost allocations, decision support for managerial decision making, theory of constraints, and economic valued added. 4 quarter hours

**ACC4010 Federal Taxation I**  
*Prerequisites: ACC3025.*  
This course explores the U.S. Internal Revenue Code applicable to individual income taxes. Topics may include taxable income, deductions, exemptions, property transactions, filings, and individual tax planning. 4 quarter hours
ACC4020 Federal Taxation II
Prerequisites: ACC4010.
This course explores the U.S. Internal Revenue Code applicable to corporate income taxes. Topics may include taxable income, expenses, equity transactions, filings, and corporate tax planning. 4 quarter hours

ACC4035 Governmental and Not-for-profit Accounting
Prerequisites: ACC3025.
This course explores accounting principles applicable to governmental (state and local), health care, educational, and other not-for-profit organizations. Topics may include the regulatory environment (which includes standard setting bodies such as the Governmental Accounting Standards Board [GASB]), fund accounting, reporting requirements, financial management, and budgets. 4 quarter hours

ACC4050 Internal Auditing and Assurance
Prerequisites: ACC3025 and MAT2058.
This course emphasizes fundamental assurance theories, concepts, and techniques associated with internal auditing. Topics may include the regulatory environment applicable to internal auditing, risk assessment, internal controls, evidential matter, audit reporting, and fraud. 4 quarter hours

AHS2005 Clinical Competencies I
Prerequisite: BIO1015 or concurrent
Clinical Competencies I is designed to furnish the medical assisting student with the theory, rationale and technical application of the medical assisting profession. Theoretical and practical applications are presented, demonstrated and practiced by the student to prepare for professional practice. Areas studied include obtaining a health history, proper documentation, and assisting the physician with vital signs, ECG and routine and specialty examinations. Medical asepsis and correct hand washing techniques are emphasized. Students are required to obtain Standard First Aid Certification and Healthcare Provider CPR Certification to meet the objectives of this course. 4 quarter hours

AHS2006 Clinical Competencies II
Prerequisite: BIO1015 or concurrent
Clinical Competencies II is designed to furnish the medical assisting student with the theory, rationale and technical application of the medical assisting profession. Theoretical and practical applications are presented, demon-
strated and practiced by the student to prepare for professional practice in the areas of microbiology, specimen collection, sterile techniques and pharmacology. Course content includes specimens collection for microbiological testing, sterilization techniques, use of the autoclave; surgical asepsis, sterile gloving and dressing changes. Pharmacological principles include oral and parenteral administration. 4 quarter hours

**AHS2007 Clinical Laboratory Competencies**  
*Prerequisite: BIO1015 or concurrent*

Clinical Laboratory Competencies is designed to furnish the medical assisting student with the theory, rationale and technical applications of the medical assisting profession. Theoretical and practical applications are presented, demonstrated and practiced by the student in the areas of hematology and clinical chemistry. Hematological screening and diagnostic procedures include aseptic blood collection (both venous and capillary), and other CLIA waived tests. Also included is the chemical and microscopic preparation of urine specimens. Practical procedures include venipuncture techniques, the use of a microscope, the operation of the centrifuge and instrumentation for CLIA waived tests. 4 quarter hours

**AHS2087 Medical Office Procedures**  
*Prerequisites: AHS1001, BIO1015, ITS1000 or BUS1021 or BUS2021*

This course is designed to furnish the Medical Assisting student with basic knowledge of administrative medical office management. Techniques, methods, and procedures covered include patient reception, record management, billing, scheduling, and human resource management. Medical law, ethics, and bioethics in the ambulatory health care setting are also the focus of this course. 4 quarter hours

**AHS2090 Medical Insurance and Coding**  
*Prerequisites: AHS1001, BIO1015*

Medical Insurance and Coding is an introduction to medical insurance and diagnostic and procedural coding. The course is designed to provide an overview of the various types of medical insurance, diagnosis related groups, alternative delivery systems, resourced based relative value scales, and diagnostic and procedural coding. 4 quarter hours

**AHS2092 Computers in the Medical Office**  
*Prerequisites: AHS 1001, BIO1015, ITS1000 or BUS1021 or BUS2021*

This course provides allied health students with the opportunity to use computers in basic accounting and the application of medical administrative software. Students become familiar with basic accounting concepts and terms, including assets, liabilities, and equity. They learn how to use universal accounting tools such as the general journal, general ledger, and trial bal-
ance to develop acceptable accounting practices. Through the use of current medical administrative software, students will learn to input patient information, schedule appointments, record payment transactions, submit electronic claims, and print financial and practice management reports. 4 quarter hours

AHS2099 Medical Assisting Externship
Prerequisites: Must have completed all required major curriculum courses with a grade of C or better; have a cumulative 2.0 GPA; have a physical exam within 30 days prior to the beginning of the class (verifying that the student is free of any communicable diseases); and have proof of current first aid and CPR certification from the American Red Cross or American Heart Association.

During this 200-hour, unpaid externship, students have the opportunity to validate their competencies to the employing medical community through supervised externship experience in both administrative and clinical skills. This course should be taken the last quarter a student is enrolled.

Students must submit a completed application to the medical assisting department chair/program director at least five weeks before the externship is scheduled to begin. It is the student’s responsibility to schedule an interview with the department chair/program director when submitting the application. The comprehensive interview, during which responsibilities and roles of an extern are clearly delineated, is an important component of the pre-registration process. A student is allowed only two opportunities to complete this course satisfactorily. 8 quarter hours

ANS5001, 5002, 5003, 5004, 5005 Clinical Anesthesia
Summer, Fall, Winter, Spring, Summer Quarter. Foundations of the clinical practice of anesthesia gained through one-on-one supervised instruction in the operating rooms and ancillary anesthetizing locations. Credit varies each quarter, escalating throughout the year as expectations and responsibilities increase with increasing knowledge base. ANS5001 1 quarter hour; ANS5002 4 quarter hours; ANS5003 3 quarter hours; ANS5004 4 quarter hours; ANS5005 6 quarter hours

ANS5020 Medical Terminology
Summer Quarter. This is a pass/fail (satisfactory/unsatisfactory) self-paced, self-study course in which the students will complete a programmed learning text and take a final exam at the completion of the text. Includes: word formulation, association to body systems, standard abbreviations, and various surgical procedures. 1 quarter hour

ANS5021 Clinical Anesthesia Seminar
This pass/fail course affords students the opportunity to ask an expert clinician about routine and unusual events that they observe in their own
clinical experience as well as theoretical clinical scenarios which students will analyze and discuss. 1 quarter hour

**ANS5040 Introduction to Cardiovascular Anatomy and Physiology**

Summer Quarter. Introductory and supplementary coverage of the basic science courses in anatomy and physiology with emphasis on anatomy and physiology of the heart and great vessels as they pertain to the practice of anesthesia. 1 quarter hour

**ANS5060 Introduction to Pulmonary Anatomy and Physiology**

Summer Quarter. Introductory and supplementary coverage of the basic science courses in anatomy and physiology. Basic pulmonary physiology includes: ventilation, lung volumes, gas exchange, mechanics of breathing, and pulmonary function testing. 1 quarter hour

**ANS5081, 5082 Principles of Airway Management**

Summer, Fall. This course will provide an opportunity to learn basic airway management techniques including bag-mask ventilation, simple oral and nasal intubation techniques, oral and nasal airways, application of laryngeal mask airway and the Comi-tube, lightwands, placement of double lumen tubes, and complications of endotracheal intubation. Basic airway management equipment will be introduced and applied to airway management using teaching aids. **ANS 5081 2 quarter hours; ANS 5082 1 quarter hour**

**ANS5100 Physics of Anesthesia**

Summer Quarter. Basic physical principles and processes applied to the clinical practice of anesthesia. Includes dimensional analysis; work, energy, and power; gas laws; fluid mechanics; heat transfer; vaporization; solubility; diffusion and osmosis; fires and explosions; laser and x-ray radiation; as well as principles of electrical circuit theory used to model anesthesia equipment, physiologic systems and time constants. 2 quarter hours

**ANS5120 Introduction to Anesthesia Delivery Systems and Equipment**

Summer Quarter. Introduction to the anesthesia delivery system including gas distribution systems, anesthesia machines, breathing circuits, anesthesia ventilators, scavenging waste gases and monitoring pollution, risk management, along with critical incidents in anesthesia, and resuscitation equipment. 2 quarter hours

**ANS5140 Pre-anesthetic Evaluation**

Summer Quarter. Techniques for examining patients in the process of the preoperative patient. Evaluation, gathering data by patient interviews and chart reviews, including basic ECG interpretation. Includes recording of relevant laboratory data as well as the summarization of preoperative consultations and special studies. 3 quarter hours
ANS5160 Introduction to Clinical Anesthesia

Summer Quarter. Includes history of anesthesia, hazards, precautions and personal protection, universal precautions and infection control, approaching the patient, the preoperative period, vascular access, obtaining arterial blood samples, types of anesthesia, the anesthesia care team, application of ASA basic monitoring requirements, preparing the operating room for the first case of the day, introduction to patient positioning, introduction to induction, maintenance and emergence from anesthesia, identifying and managing anesthetic emergencies. 3 quarter hours

ANS5181, 5182, 5183, 5184
Anesthesia Laboratory

Summer, Fall, Winter, Spring Quarters. This four quarter sequence starts with the students applying standard intraoperative monitors to each other and performing various experiments to explore the proper and improper applications, and to identify rudimentary pitfalls of routine monitoring techniques. The laboratory progresses to detailed study of the anesthesia delivery system and various types breathing circuits. Experiments are designed to explore dead space, compliance losses, humidification, time constants, fresh gas flow effects, valve malfunction and potential complications of CO2 removal. Many patient modalities are explored, such as capnography and pulse oximetry, permitting investigation of those effects that routinely provide poor quality information and degradation of the monitoring system response, such as invasive blood pressure monitoring systems. Theory of dilutional methods of cardiac output monitoring, along with hemodynamic model experiments to explore relationships between Mean circulatory filling pressure and Central Venous pressure and the Frank-Starling law of the heart. Physical principles such as resistance affects on infusion of various types of fluids are explored along with catastrophic failure analysis, and the concepts of various forms of mechanical ventilation. ANS5181 1 quarter hour; ANS5182 1 quarter hour; ANS5183 1 quarter hour; ANS5184 1 quarter hour

ANS5201, 5202 Cardiovascular Physiology for Anesthesia Practice

Fall, Winter Quarters. Review of hemodynamics, cardiopulmonary transport and exchange, Starling forces, vascular smooth muscle, control of blood vessels, venous return, control of cardiac output, coordinated cardiovascular and pulmonary responses, and maternal and fetal circulations. Also includes crystalloids and colloids IV fluid therapy, administration of blood products and the management of colloid oncotic pressures. ANS5201 2 quarter hours; ANS5202 3 quarter hours

ANS5221, 5222 Principles of Instrumentation and Patient Monitoring

Fall, Winter Quarters. Covers the fundamental principles of measure-
ment, the principles, application and interpretation of various monitoring modalities including: ECG, invasive and non-invasive blood pressure, oximetry, cardiac output, respiratory gas analysis as well as monitoring respiration. Also includes intraoperative neurophysiology monitoring, temperature, renal function, coagulation/hemostasis, and neuro-muscular junction. ANS5221 2 quarter hours; ANS5222 2 quarter hours

ANS5301, 5302 Pulmonary Physiology for Anesthesia Practice

Winter, Spring Quarters. Functional anatomy of the respiratory tract, respiratory resistance, control of breathing, mechanisms and work of breathing, pulmonary circulation and non-respiratory functions, pulmonary ventilation/perfusion, diffusion of respiratory gases, oxygen and carbon dioxide transport, respiratory function in pregnancy, neonates and children, respiration during natural sleep, hypoxia and anemia, hyperoxia and oxygen toxicity, effects of smoking, acute lung injury, lung transplantation, and artificial ventilation. ANS5301 3 quarter hours; ANS5302 2 quarter hours

ANS5341, 5342 Anesthesia Principles and Practice

Spring, Summer Quarters. Principles involved in the formulation of anesthetic plans based upon data obtained during the preoperative evaluation. Includes the formulation of different anesthetic plans and techniques as related to specific surgical procedures and pathophysiology. ANS5341 4 quarter hours; ANS5342 4 quarter hours

ANS5400 Renal Physiology for Anesthesia Practice

Spring Quarter. Basic renal processes, excretion of organic molecules, control of sodium and water excretion, regulation of extracellular volume and osmolarity, renal hemodynamics, and regulation of potassium and acid–base balance. 1 quarter hour

ANS5421, 5422 Pharmacology in Anesthesia Practice I, II

Spring and Summer Quarters. Emphasizes drugs specifically related to the practice of anesthesia: inhaled anesthetics, opioids, barbiturates, benzodiazepines, anti-cholinesterase and anticholinergics, neuro-muscular blockers, adrenergic agonists and antagonists, nonsteroidal antiinflammatory drugs, antidysrhythmics, calcium channel blockers, diuretics, anticoagulants, antihistamines and antimicrobials. The first semester is an adjunct to the standard pharmacology course PAS5028. ANS5421 2 quarter hours; ANS5422 2 quarter hours

ANS5500 Advanced Anesthesia Delivery Systems and Mechanical Ventilation

Summer Quarter. Examination of newest generation of anesthesia delivery systems and comparisons among manufacturers, investigation of catastrophic failure modes, troubleshoot-
ing and resolving problems during anesthesia delivery, and investigation of advanced concepts of mechanical ventilation. 2 quarter hours

**ANS5520 Advanced Airway Management**

Summer Quarter. Covers recognition of the difficult airway, techniques to manage the difficult pediatric and adult airway, the ASA Difficult Airway Algorithm, physiologic response to intubation, fiber-optic techniques, retrograde techniques, and the surgical airway. 2 quarter hours

**ANS5540 Advanced Concepts in Patient Monitoring**

Summer Quarter. Covers advanced concepts of arterial pressure monitoring, ICP monitoring, transesophageal echocardiography, electric and radiation safety, and the hazards and complications of monitoring patients during anesthesia. 2 quarter hours

**ANS5900 Anatomy**

Fall Quarter. Gross anatomy and histology of human body systems. Anatomical terms, structures, and relationships emphasizing functional significance in problem solving situations. Laboratory provides demonstrations using models and other learning modalities. 4 quarter hours

**ANS5921, 5922. Physiology**

Fall and Winter Quarters. Systems approach to normal function of the human body, including relevant information on anatomy. Weekly problem solving sessions, regular laboratory exercises and clinical application to systemic disorders. **ANS5921 4 quarter hours; ANS5922 2 quarter hours**

**ANS5995 Individual Tutorial**

Permits first year students to study a particular problem or area of emphasis in anesthesiology, with more breadth or greater depth than covered in the normal curriculum, under the direction of a faculty member. **Variable credit**

**ANS5996 Individual Directed Study**

Each semester. Permits first year students to study a particular problem or area of emphasis in anesthesiology that is not covered in the program curriculum, under the direction of a faculty member. **Variable credit**

**ANS5998 Remedial Studies**

Each semester. Permits first year students to enroll for review, under the direction of a faculty member, an area of emphasis in anesthesiology for which the student is having difficulty. **Variable credit**

**ANS6001, 6002, 6003, 6004 Clinical Anesthesia**

Fall, Winter, Spring, Summer Quarters. This course encompasses the student’s clinical experience in required rotations through all anesthesia sub-specialty areas in the senior year. Clinical practice of anesthesia gained through one-on-one supervised instruction and ancillary anesthetizing locations. **ANS6001 16 quarter hours; ANS6002 14 quarter hours;**
Description of Courses

ANS6003 14 quarter hours; ANS6004 16 quarter hours

ANS6021, 6022, 6023, 6024 Senior Seminar
Fall, Winter, Spring, Summer Quarters. Includes student case presentations, student presentations of selected readings reviewing hazards and complications in anesthesia, and student presentations from current anesthesia literature. ANS6021 1 quarter hour; ANS6022 1 quarter hour; ANS6023 1 quarter hour; ANS6024 1 quarter hour

ANS6041, 6042, 6043, 6044 Anesthesia Review
Fall, Winter, Spring, Summer Quarters. Students are required to read specific chapters in a nationally recognized authoritative textbook during senior clinical rotations on anesthesia and be tested on the contents of those chapters monthly. ANS6041 1 quarter hour; ANS6042 1 quarter hour; ANS6043 1 quarter hour; ANS6044 1 quarter hour

ANS6995 Individual Clinical Practicum
Each semester. Permits students to enroll for review and participation in a sub-specialty area of clinical anesthesia. Variable credit

ANS6996 Individual Directed Study
Each semester. Permits senior students to study a particular problem or area of emphasis in anesthesia that is not covered in the program curriculum, under the direction of a faculty member. Variable credit

BIO1011 Anatomy and Physiology I
Prerequisites: MAT0099 and ENG0099 or exemption thereof, AHS1001
Co-requisite: BIO1012
This course is an introduction to the structures and functions of the human body, including the characteristics of life, homeostasis, organizational levels, basic metabolism, the cell, tissues, organs, organ systems, the organism, integumentary system, skeletal system, muscular system, nervous system, and special senses. 4 quarter hours

BIO1012 Anatomy and Physiology I Lab
Prerequisite: AHS1001
In this course students perform laboratory exercises, demonstrations, experiments, and tests that correlate with the lecture material of BIO1011. BIO1012 must be taken concurrently with BIO1011. 2 quarter hours

BIO1013 Anatomy and Physiology II
Prerequisites: AHS1001, BIO1011, and BIO1012 with grades of C or better. Co-requisite: BIO1014
Anatomy and Physiology II is a continuation of BIO1011. It includes the endocrine system, digestive system, respiratory system, blood, cardiovascular system, lymphatic and immune systems, urinary system, fluids and electrolytes, reproductive systems, pregnancy, and growth and development. 4 quarter hours
BIO1014 Anatomy and Physiology II Lab
Prerequisites: BIO1011 and BIO1012 with grades of C or better.
In this course students perform laboratory exercises, demonstrations, dissections, and tests that correlate with the lecture material of BIO1013. BIO1014 must be taken concurrently with BIO1013. 2 quarter hours

BIO1015 Pathophysiology
Prerequisites: BIO1013 and BIO1014 with grades of C or better.
Pathophysiology is an introductory study of disease processes in humans. Disease signs, symptoms, complications, as well as physical, clinical and laboratory findings are reviewed by body system. Treatment, medication, prognosis and precautions for health care providers are also presented. 4 quarter hours

BIO1020 Biology I
Prerequisites: MAT0099
Co- or pre-requisite: ENG1001
This is the first of a two-course sequence in biology. This course introduces biology, scientific methods, biological chemistry, and energy for life. This course also exposes students to the organization of humans and plants, basic genetics, and evolutionary concepts. In addition, the student will complete writing assignments that serve to introduce scientific literature. 4 quarter hours

BIO1021 Biology II
Prerequisite: BIO1020 with a grade of C or better
Co- or pre-requisite: ENG1001
Biology II is the second course in a two-course sequence in biology. This course continues the study of human biology with the role of endocrine and nervous systems in homeostatic regulation. Other topics covered are human reproduction, development, evolution, and advanced genetics. Ecological concepts are also discussed. The student will complete writing assignments that serve to increase knowledge of the scientific literature. 4 quarter hours

BIO2070 Microbiology
Prerequisites: CHM1010, BIO1013 and BIO1014 with grades of C or better
Co-requisite: BIO2071
Microbiology introduces the student to microorganisms, with particular emphasis placed on their role in health, wellness and disease. Economic, social, and cultural issues related to utilization control and research of the monera, protista and viruses are also considered. 4 quarter hours

BIO2071 Microbiology Lab
Prerequisites: CHM1010, BIO1013 and BIO1014 with grades of C or better
Co-requisite: BIO2070
In this course, students perform laboratory exercises, demonstrations, experiments and tests that correlate with the lecture material of BIO2070. This course must be taken concurrently with BIO2070. 2 quarter hours
Description of Courses

BIO3340 Principles of Genetics
Prerequisites: BIO1013 and BIO1014 with grades of C or better.
This class provides an introduction to classic Mendelian genetics, current applications of genetic techniques, and exploration of the human genome project and its implications, along with the genetic components of immunology and cancer. 2 quarter hours

BUS1038 Business Law I
Prerequisites: None
Business Law I is a survey of the development of American law and procedure covering information, operation, completion of contracts, torts, constitutional law, criminal law, environmental law and more. This course also includes a study of some Uniform Commercial Code concepts. Both the text and case study methods may be utilized. 4 quarter hours

BUS1101 Introduction to Business
Prerequisites: None
An introduction to business functions and their opportunities. Students will also be given an orientation to resources available to them through a variety of sources, including the University. 4 quarter hours

BUS2021 Spreadsheet and Database Applications
Prerequisites: None
This course provides students the opportunity to obtain basic knowledge and skills in using spreadsheet and database software. A broad range of software applications, concepts, and problems will be covered. 4 quarter hours

BUS2023 Business Communication
Prerequisite: ENG1001
This course is designed to prepare students to organize and compose effective business correspondence and technical writing. The basic principles of writing and approaches for writing various types of communications are stressed. 4 quarter hours

BUS2038 Business Law II
Prerequisites: None
This course covers the law of basic business associations, including franchises, agencies, partnerships, and corporations. This course will include a discussion of real property and personal property concepts. It will also examine the law of negotiable instruments and secured transactions using the Uniform Commercial Code. 4 quarter hours

BUS2102 Leadership in Action
Prerequisites: MGT2037
This course examines the art and science of leadership in complex organizations. The roles of leaders and managers at different levels of the organizational structure are analyzed. Students are given opportunities to apply personal characteristics of effective leaders and to examine the five primary forces that drive contemporary businesses. Through experiential activities, students discover the implications of collaborative management and effective leadership on the organization’s performance. 4 quarter hours
BUS3002 Organizational Behavior
Prerequisite: MGT2037
This course advances the concepts learned in the Principles of Management. In addition, behavioral concepts are applied to motivation, leadership, work groups, and communication. 4 quarter hours

BUS3041 Managerial Communication
Prerequisites: ENG2001, MGT2037
An introduction to communication for managers and supervisors. Focus will be on those types of communication encountered in management functions: negotiation, conflict resolution, situational management, team building, organizational structures and communication, and motivation. 4 quarter hours

BUS3055 Business Law for Commercial Transactions
Prerequisites: BUS1038.
This course explores laws and regulations applicable to modern corporate environments. Topics may include agency relationships, creation and operation of contracts, debtor/creditor relationships, regulatory environment as governed by the Federal securities acts, and transactions under the Uniform Commercial Code (UCC). 4 quarter hours

BUS3101 Dynamic Decision Making
Prerequisites: MAT1002, MGT2037
This course provides students with opportunities for analysis, synthesis, prescription, and application of critical thinking and decision making within the organization. Emphasis is placed on preparing managers for decision making in dynamic and rapidly changing environments. Concepts like quantum principles and chaos theory are applied to methods decision-making for organizational change. 4 quarter hours

BUS4098 Business Simulation (Capstone Course)
Prerequisites: Sr. Standing, Completed all core courses with a grade of “C” or better
In this course, students, using computers and other resources, participate in a directed simulation of business operations. 4 quarter hours

BUS4099 Business Externship
Prerequisite: Senior Standing
This course consists of 120 hours of observation and experience on a job in the student’s area of concentration. The externship site will be mutually determined by the University, the student, and the host organization. Students must apply to the Bachelor of Business Administration department chairman or program director at the beginning of the quarter prior to the externship and are responsible for arranging their personal schedules to meet the course requirements. The application shall include a proposal for the externship that outlines the educational and experiential objectives of the externship, a suggested host organization, a tentative schedule of
extern hours, and a bibliography of readings pertinent to the proposed educational objectives. Course objectives will be established with the department chairman and host supervisor prior to the beginning of the externship. The student will be required to keep a diary of activities and observations, complete an externship report, have the host supervisor complete a performance appraisal, and satisfactorily pass a written and/or oral final examination that will cover the course objectives. This course is available at the Savannah campus only. 4 quarter hours

BUS4101 Quality Management
Prerequisites: ITS1101, MAT2058

This course introduces students to fundamental quality management principles: CASE Tools, Project Management, Project Planning and Control, Software Quality, Total Quality Management (TQM), Quality Assurance (QA), Legal Requirements, Professional Standards (ISO 9000 Series). 4 quarter hours

CHM1010 General Chemistry
Prerequisites: MAT0099 and math elective

CHM1010 is a survey course of general chemistry, organic chemistry and biochemistry. Fundamental concepts and principles will be presented including atomic theory, bonding, nomenclature, solutions, acids and bases, and an introduction to organic chemistry and biochemistry. Emphasis will be placed on the application of these topics in various health fields. This overview provides the health-care worker the ability to appreciate physiological and therapeutic processes at the molecular level. The course will also explore the role of chemistry in society today by applying a problem solving approach to understanding chemistry. 4 quarter hours

CNS6000 Counseling Theory

The basic theory, principles, and techniques of counseling and its application to professional counseling settings are explained. Also considered are the various theories of counseling and issues (e.g., counselor self-evaluation (moral), ethical, and legal) in the practice of professional counseling. 4 quarter hours

CNS6002 Counseling Theory

The basic theory, principles, and techniques of counseling and its application to professional counseling and its application to professional counseling settings are explained. Also considered are the various theories of counseling and issues (e.g., counselor self-evaluation (moral), ethical, and legal) in the practice of professional counseling. 4.5 quarter hours

CNS6004 Diagnostics of Psychopathology (DSM-IV-TR)
Prerequisite: CNS 6009 or Program Director Permission

This course provides advanced training in the assessment and diagnosis of more serious mental illnesses as depicted in the standard diagnostic nomenclature of the DSM-IV-TR or
any subsequent revisions/editions. The focus is on description, etiology, and understanding of major diagnostic categories in order to utilize the Axis I through Axis V diagnostic dimensions. Upon completion of this course, the student will have an understanding of the techniques practitioners use in the diagnosis of psychopathology. **4 quarter hours**

**CNS6009 Psychopathology**

An introduction to the study of abnormal behaviors in children, adolescents, and adults is provided. Etiology, definition, prevalence rate, and morbidity of disorders in the DSM-IV-TR are reviewed. Introduction to the science and art of clinical assessment as the foundation of practice in mental health settings and the use of assessment techniques in a professional and ethical manner is reviewed. In part, adjustment disorders and V codes will be studied. Students will primarily concentrate on serious mental disorders in the context of normal lifecycle transitions. The course also reviews various methods of treatment related to the disorders covered. **4.5 quarter hours**

**CNS6010 Psychopathology**

An introduction to the study of abnormal behaviors in children, adolescents, and adults is provided. Etiology, definition, prevalence rate, and morbidity of disorders in the DSM-IV-TR are reviewed. Introduction to the science and art of clinical assessment as the foundation of practice in mental health settings and the use of assessment techniques in a professional and ethical manner is reviewed. In part, adjustment disorders and V codes will be studied. Students will primarily concentrate on serious mental disorders in the context of normal lifecycle transitions. The course also reviews various methods of treatment related to the disorders covered. **4.5 quarter hours**

**CNS6012 Diagnostics for Psychopathology (DSM-IV-TR)**

*Prerequisite: CNS 6010 or Program Director Permission*

This course provides advanced training in the assessment and diagnosis of more serious mental illnesses as depicted in the standard diagnostic nomenclature of the DSM-IV-TR or any subsequent revisions/editions. The focus is on description, etiology, and understanding of major diagnostic categories in order to utilize the Axis I through Axis V diagnostic dimensions. Upon completion of this course, the student will have an understanding of the techniques practitioners use in the diagnosis of psychopathology. **4.5 quarter hours**

**CNS6025 Human Growth and Development**

This course includes studies that provide a broad understanding of the nature and needs of individuals at all levels of development: normal and abnormal behavior; personality theory; life-span theory; and learning theory within cultural contexts. Appropriate
strategies for facilitating development over the life-span are also integrated into the course. 4 quarter hours

CNS6027 Human Growth and Development
This course includes studies that provide a broad understanding of the nature and needs of individuals at all levels of development: normal and abnormal behavior; personality theory; life-span theory; and learning theory within cultural contexts. Appropriate strategies for facilitating development over the life-span are also integrated into the course. 4.5 quarter hours

CNS6104 Counseling Skills
A fundamental study of the helping relationship is provided. The course provides a broad understanding of philosophical bases of helping processes: counseling theories and their application: basic and advanced helping skills; consultation theories and their application: client and helper self-understanding and self-development; and facilitation of client change. 4 quarter hours

CNS6105 Advanced Counseling Skills and Treatment Approaches
Prerequisite: CNS 6004 (or 6012), 6220, 6511 (or 6513) or Program Director Permission
An advanced study of the helping relationship is provided. Evaluation and treatment methods associated with mental health issues such as sexual abuse, eating disorders, divorce, domestic violence, and depression will be discussed. The course will also focus on community intervention (e.g., inpatient, outpatient, partial, aftercare), the application of treatment modalities (initiation, maintenance, termination), and crisis intervention. 4 quarter hours

CNS6220 Personality Theories and Individual Counseling
Prerequisite: CNS 6000 (or 6002), 6104, 6300 (or 6301) or Program Director Permission
The major goal of this course is to develop the students' broad-based understanding of working with the individual in a therapeutic setting. Students will examine theories and explanations of the development of normal and abnormal personalities. There is some focus on the treatment of personalities and basic coverage of personality theories in the psychodynamic, humanistic, behavioral, and learning models. This course challenges the professional counselor to understand what is effective and professional in the counseling milieu. 4 quarter hours

CNS6300 Professional and Ethical Issues
A careful review of issues exposes students to a broad understanding of professional roles and functions, professional goals and objectives, and professional organizations and associations. The course also examines ethical and legal standards, risk management, professional credentialing, and standards for professional counselors and/or marriage and family therapists.
Additional topics include a historical overview, public policy processes, and advocacy. 4 quarter hours

CNS6301 Professional and Ethical Issues
A careful review of issues exposes students to a broad understanding of professional roles and functions, professional goals and objectives, and professional organizations and associations. The course also examines ethical and legal standards, risk management, professional credentialing, and standards for professional counselors and/or marriage and family therapists. Additional topics include a historical overview, public policy processes, and advocacy. 4.5 quarter hours

CNS6305 Professional & Ethical Issues II
Prerequisite: CNS 6300 (or 6301)
An in-depth review of the multifaceted aspects (historical, philosophical, societal, cultural, economic, political), professional identity (e.g., roles, functions), and practice issues (e.g., managed care, reimbursement, expert witness status) specific to the specialty of mental health counselors. The course also introduces an advanced examination of ethical and legal standards (ACA and AMHCA Code of Ethics) according to the foundations of Mental Health Counseling. 4 quarter hours

CNS6420 Community Mental Health
Prerequisite: CNS 6004 (or 6012), 6220, 6511 (or 6513) or Program Director Permission
An examination is conducted of the community mental health system. This course offers ideas for areas of improvement and informs students about the use of the system. The areas for discussion are: regional hospitals, community mental health centers, hospice, social security, and the Department of Family and Children’s services. 4 quarter hours

CNS6440 Counseling Diverse Populations
The major goal of this course is to present a broad scope of practice for clients over the life span. Issues pertaining to treatment of a variety of populations such as children, adolescents, adults, and the elderly will be addressed. The course will provide students with a basic understanding of the laws and rules for treating certain age specific populations. 4 quarter hours

CNS6505 Group Counseling
Prerequisite: CNS 6004, 6220, 6511 or Program Director Permission
A broad understanding of group development, dynamics, and counseling theories is explored. Group leadership styles are discussed in addition to basic and advanced group counseling methods and skills. Different approaches to conducting group counseling are reviewed in addition to the appropriate counselor self-evaluation (e.g., moral), ethical, and legal considerations in the field of professional counseling. 4 quarter hours
CNS6507  Group Counseling
Prerequisite: CNS 6012, 6220, 6513 or Program Director Permission
A broad understanding of group development, dynamics, and counseling theories is explored. Group leadership styles are discussed in addition to basic and advanced group counseling methods and skills. Different approaches to conducting group counseling are reviewed in addition to the appropriate counselor self-evaluation (e.g., moral), ethical, and legal considerations in the field of professional counseling. 4.5 quarter hours

CNS6511  Social and Cultural Foundations
This course includes studies of multicultural and pluralistic trends including characteristics and concerns of diverse groups; attitudes and behavior based on factors such as age, race, religious preference, physical disability, social class, sexual orientation, ethnicity and culture, family patterns, and gender. This course is meant to sensitize students to the impact of culture on the counselor's understanding of individuals from diverse backgrounds, counselor self-evaluation (e.g., moral), ethical, and legal considerations in the context of professional counseling. 4 quarter hours

CNS6513  Social and Cultural Foundations
This course includes studies of multicultural and pluralistic trends including characteristics and concerns of diverse groups; attitudes and behavior based on factors such as age, race, religious preference, physical disability, social class, sexual orientation, ethnicity and culture, family patterns, and gender. This course is meant to sensitize students to the impact of culture on the counselor's understanding of individuals from diverse backgrounds, counselor self-evaluation (e.g., moral), ethical, and legal considerations in the context of professional counseling. 4 quarter hours

CNS6521  Research and Evaluation
Prerequisite: CNS 6025, 6525, or Program Director Permission
Studies that provide a basic understanding of types of research are presented: basic statistics; research report development; and research implementation. Other areas studied include program evaluation; needs assessment; publication of research information; parametric and non parametric statistics; quantitative and qualitative research designs; the use of computers for data management and analysis; including ethical and legal considerations pertinent to the professional counselor. 4 quarter hours

CNS6523  Research and Evaluation
Prerequisite: CNS 6027, 6526, or Program Director Permission
Studies that provide a basic understanding of types of research are presented: basic statistics; research report development; and research implementation. Other areas studied include program evaluation; needs assessment; publication of research
information; parametric and non-parametric statistics; quantitative and qualitative research designs; the use of computers for data management and analysis; including ethical and legal considerations pertinent to the professional counselor.  4.5 quarter hours

CNS6525 Individual Assessment  
Prerequisite: CNS 6004, 6220, 6511 or Program Director Permission

A broad understanding of group and individual educational and psychometric theories, ethical, and legal approaches to appraisal is the goal of this course; also examined are data and information gathering methods; validity and reliability; psychometric statistics; factors influencing appraisals; and use of appraisal results in helping processes. Also, the specific ability to select, administer and interpret tests and inventories to assess abilities, interests, and identify career options is considered.  4.5 quarter hours

CNS6526 Individual Assessment  
Prerequisite: CNS 6012, 6220, 6513, or Program Director Permission

A broad understanding of group and individual educational and psychometric theories, ethical, and legal approaches to appraisal is the goal of this course; also examined are data and information gathering methods; validity and reliability; psychometric statistics; factors influencing appraisals; and use of appraisal results in helping processes. Also, the specific ability to select, administer and interpret tests and inventories to assess abilities, interests, and identify career options is considered.  4.5 quarter hours

CNS 6528 Assessment II  
Prerequisite: CNS 6525 (or 6526)

An understanding of biopsychosocial factors involved with the presentation of mental illness. In particular, students will learn the skills necessary for conducting intake interviews, mental status examinations, and treatment planning for mental illnesses for the purpose of assessing, diagnosing, planning treatment intervention, and managing caseloads.  4 quarter hours

CNS6600 Lifestyle and Career Development  
Prerequisite: CNS 6025, 6525, or Program Director Permission

This course includes studies that provide an understanding of career development theories and decision-making models; occupational and educational information sources and systems; assessment instruments and techniques relevant to career planning and decision-making; career, lifestyle, and leisure counseling, guidance and education; and career development program planning, resources, and effectiveness evaluation. Students also focus on counseling techniques involving special populations, the role of technology, counselor self-evaluation (e.g., moral), ethical, and legal considerations.  4 quarter hours

CNS6602 Lifestyle and Career Development  
Prerequisite: CNS 6027, 6526, or Program Director Permission
This course includes studies that provide an understanding of career development theories and decision-making models; occupational and educational information sources and systems; assessment instruments and techniques relevant to career planning and decision-making; career, lifestyle, and leisure counseling, guidance and education; and career development program planning, resources, and effectiveness evaluation. Students also focus on counseling techniques involving special populations, the role of technology, counselor self-evaluation (e.g., moral), ethical, and legal considerations. 4.5 quarter hours

CNS6700 Couples and Family Therapy
Prerequisite: CNS 6004 (or 6012), 6220, 6511 (or 6513), or Program Director Permission

A broad theoretical and practical foundation for counseling couples and families is emphasized. It provides a survey of current approaches in family and marital counseling with an emphasis on various systemic models of family functioning and therapeutic intervention. 4 quarter hours

CNS6750 Management, Consultation, & Advocacy
Prerequisite: CNS 6420 or Program Director Permission

A study of mental health services and program management involving administration, finance, and budgeting in the private and public sectors, in addition to both individual and group private practice models. Students will be exposed to the foundations and practices of clinical supervision in the context of professional development. The course will also provide knowledge concerning community consultation and strategies for engaging in advocacy for the profession, including public policy and governmental relations. 4 quarter hours

CNS6800 Human Sexuality
Prerequisite: CNS 6000 (or 6002), 6009 (or 6010), or Program Director Permission

This course is designed for the counseling professional whose work will bring them in contact with client issues associated with human sexuality. Students will: develop their knowledge base in human sexuality, increase understanding of the varied sexuality issues that may be brought up in a counseling session, learn appropriate assessment and intervention skills when working with clients experiencing problems with their sexuality, and increase awareness of their own beliefs and perceptions related to sexuality issues. The goal of this course is to assist students in becoming more effective in identifying, assessing and intervening with human sexuality in the counseling field. 4 quarter hours

CNS6850 Psychopharmacology
Prerequisite: CNS 6004 (or 6012) or Program Director Permission

The course is designed to expose students to the taxonomy, side effects,
and contraindications of commonly prescribed psychopharmacological medications. It is intended that students will gain an understanding of the contributions of medication regarding mental illness and an awareness of the collaborative relationship with medical personnel in the field of mental health counseling. 4 quarter hours

CNS6900 Substance Abuse Counseling  
Prerequisite: CNS 6000 (or 6002), 6009 (or 6010), or Program Director Permission  
This course addresses the fundamental programs associated with Substance Abuse that address a variety of populations. The 12 Step Programs for both Alcohol and Substances will be reviewed in length. Individuals will learn the evaluation tools for substance abuse, trends in substance use and abuse, and effective treatment strategies with their populations. 4 quarter hours

CNS7000 Practicum (100 hours minimum)  
Prerequisite: All 6000-level courses (except CNS 6600 (or 6602) Lifestyle and Career Development & CNS 6521 (or 6523) Research and Evaluation)  
In this initial, supervised field-placement experience, the student is required to spend a minimum of 10 hours per week at the field-placement site and to have a minimum of 40 direct contact (counseling) hours with clients, receive 10 hours of individual supervision, and receive 15 hours of group supervision during the academic term. During the practicum, the student will apply knowledge and skills learned throughout the curriculum in work with actual clients. 4 quarter hours

CNS7003 Practicum (150 hours)  
Prerequisite: All 6000-level courses (except CNS 6600 (or 6602) Lifestyle and Career Development & CNS 6521 (or 6523) Research and Evaluation)  
In this initial, supervised field-placement experience, the student is required to spend a minimum of 15 hours per week at the field-placement site and to have a minimum of 60 direct contact (counseling) hours with clients, receive 10 hours of individual supervision, and receive 15 hours of group supervision during the academic term. During the practicum, the student will apply knowledge and skills learned throughout the curriculum in work with actual clients. This course is taken by students pursuing the advanced training required to assess and treat serious problems as categorized in standard diagnostic nomenclature in the state of South Carolina. 4 quarter hours

CNS7300 Internship I (200 hours)  
Prerequisite: CNS 7000 or CNS 7003  
During this first internship experience, the student will perform most activities that a regularly employed staff member in the setting would perform and is required to spend a mini-
Description of Courses

CNS7301 Internship I (300 hours)
Prerequisite: CNS7000 or CNS7003

During this first internship experience, the student is expected to perform most activities that a regularly employed staff member in the setting would perform and is required to spend a minimum of 30 hours per week at the field placement site and to have a minimum of 135 direct contact hours with clients (14 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship requirement on a part-time basis. 6 quarter hours

CNS7400 Internship II (400 hours)
Prerequisite: CNS 7300

During the internship experience, the student is expected to perform all activities a regularly employed staff member would perform and is required to spend a minimum of 40 hours per week at the field placement site and to have a minimum of 180 direct contact (counseling) hours with clients (18 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

CNS7401 Internship II (300 hours)
Prerequisite: CNS 7301

During the internship experience, the student is expected to perform most activities that a regularly employed staff member would perform and is required to spend a minimum of 30 hours per week at the field placement site and to have a minimum of 135 direct contact (counseling) hours with clients (14 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis. 6 quarter hours

CNS7425 Internship IIA (200 hours)
Prerequisite: CNS 7300

During the internship experience, the student is expected to perform most activities a regularly employed staff member would perform and is required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct contact (counseling) hours with clients (9 hours per week) and receive a minimum of 25 hours of supervision
during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by GT students pursuing the completion of the internship on a part-time basis and is the first of two required courses needed to meet the equivalent field experience of the CNS 7400 course. 4 quarter hours

**CNS7450 Internship IIB (200 Hours)**
*Prerequisite: CNS 7425*

During the internship experience, the student is expected to perform most activities a regularly employed staff member would perform and is required to spend a minimum of 20 hours per week at the field placement site and to have a minimum of 90 direct contact (counseling) hours with clients (9 hours per week) and receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by GT students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS 7400 course. 4 quarter hours

**CNS7500 Internship I (200 hours)**
*Prerequisite: CNS 7000 or 7003*

During this internship experience, the student is expected to perform a portion of the activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field-placement site and to have a minimum of 120 direct service hours (minimum of 12 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. 4 quarter hours

**CNS7600 Internship II (400 hours)**
*Prerequisite: CNS 7500*

During this internship experience, the student is expected to perform all activities a regularly employed staff member would perform. Students are required to spend a minimum of 40 hours per week at the field-placement site and to have a minimum of 180 direct service hours (minimum of 18 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

**CNS7625 Internship IIA (200 hours)**
*Prerequisite: CNS 7500*

During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field-placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision
Description of Courses

during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the second internship on a part-time basis and is the first of two required courses needed to meet the equivalent field experience of the CNS 7600 course. 4 quarter hours

CNS7650 Internship IIB (200 hours)
Prerequisite: CNS 7625

During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field-placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS 7600 course. 4 quarter hours

CNS7700 Internship III (400 hours)
Prerequisite: CNS 7600 or CNS 7650

During this internship experience, the student is expected to continue performing all activities a regularly employed staff member would perform. Students are required to spend a minimum of 40 hours per week at the field-placement site and to have a minimum of 180 direct service hours (minimum of 18 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a full-time basis. 8 quarter hours

CNS7725 Internship IIIA (200 hours)
Prerequisite: CNS 7650 or CNS 7600

During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are required to spend a minimum of 20 hours per week at the field-placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by students pursuing the completion of the internship on a part-time basis and is the first of two required courses needed to meet the equivalent field experience of the CNS 7700 course. 4 quarter hours

CNS7750 Internship IIIB (200 hours)
Prerequisite: CNS 7725

During this internship experience, the student is expected to perform activities a regularly employed staff member would perform. Students are
required to spend a minimum of 20 hours per week at the field-placement site and to have a minimum of 90 direct service hours (minimum of 9 hours/week) with clients, receive a minimum of 25 hours of supervision during the academic term of which 10 hours must be individual supervision and 15 hours group supervision. This course is taken by MHC track students pursuing the completion of the internship on a part-time basis and is the second of two required courses needed to meet the equivalent field experience of the CNS 7700 course. 

4 quarter hours

CNS8001 Comprehensive Examination Review

Prerequisite: All 6000-level courses and Program Director permission.

This experience is designed to serve as an intensive and formal re-examination of the knowledge and skills obtained/achieved by a student, to date, in the professional counseling program. The bodies of knowledge include Human Growth and Development, Social and Cultural Foundations, Helping Relationships, Group Work, Career and Lifestyle Development, Appraisal, Research and Program Evaluation, Professional Orientation & Ethics, Fundamentals of Counseling, Assessment and Career Counseling, Group Counseling, Programmatic and Clinical Intervention, and Professional Practice Issues. The examination is comprised of two major parts including: 1) a multiple-choice exam and, 2) Clinical Case Conceptualizations, which are administered on two consecutive days. Students must pass the failed portion(s) from the first attempt in order to advance in the program. This course is taken by students who did not successfully complete the requirements of the comprehensive examination on their first attempt and is taken on a pass/fail basis. Those desiring to take the comprehensive examination must have student status (as defined by South University) in order to enroll and sit for the exam. 1 quarter hour

CNS8002 Comprehensive Examination Review

Prerequisite: CNS 8001 and Program Director permission.

This experience is designed to serve as an intensive and formal re-examination of the knowledge and skills obtained/achieved by a student, to date, in the professional counseling program. The bodies of knowledge include Human Growth and Development, Social and Cultural Foundations, Helping Relationships, Group Work, Career and Lifestyle Development, Appraisal, Research and Program Evaluation, Professional Orientation & Ethics, Fundamentals of Counseling, Assessment and Career Counseling, Group Counseling, Programmatic and Clinical Intervention, and Professional Practice Issues. The examination is comprised of two major parts including: 1) a multiple-choice exam and, 2) Clinical Case Conceptualizations, which are administered on two consec-
Description of Courses

CRJ1001 Introduction to the Criminal Justice System
This course introduces the criminal justice system with an overview of law enforcement, courts and corrections. 4 quarter hours

CRJ1002 Introduction to Law Enforcement
This course provides students with a basic understanding of contemporary policing in the United States. The course explores the principles of policing, history of police, police administration and police operations. 4 quarter hours

CRJ1003 Introduction to the Criminal Courts
This course provides a comprehensive look at the criminal court system in the United States and the interaction of the actors within that system. The course looks at the roles of prosecutors, judges, defense attorneys and the dynamics of their interactions. 4 quarter hours

CRJ1004 Introduction to Corrections
This course is an introduction to the American correctional system. The course provides an overview on all aspects of corrections, including probation and parole. 4 quarter hours

CRJ1005 Writing for Criminal Justice
Prerequisite: ENG1001 with a C or better
This course covers report writing for correctional officers as well as police by reviewing the basics of proper grammar and the practical aspects of writing good reports. Students will apply what they have learned through the use of sample reports and case scenarios. 4 quarter hours

CRJ2001 Criminology
Prerequisite: CRJ1001
This course focuses on the causes of crime and theories of criminal behavior including biological, psychological and sociological theories. Students will also explore recent developments in criminological theory and current issues in criminology. 4 quarter hours

CRJ2002 Criminal Law
Prerequisite: CRJ1001
This course introduces students to the fundamental nature of law, giving them an overview of general legal principles and helping them develop an understanding of the historical development of criminal law and its
contemporary form and function in today's American society. 4 quarter hours

CRJ2003 Juvenile Justice System  
Prerequisite: CRJ1001  
This course takes a comprehensive look at the history, current state and future of the juvenile justice system in America. The course will focus on juvenile justice system programs, processes, and prevention programs and will connect theory to practice. 4 quarter hours

CRJ2004 Ethics in Criminal Justice  
Prerequisite: CRJ1001  
This course examines ethical issues faced by actors in the criminal justice system. The focus will be placed on the philosophical and practical approaches to solve ethical dilemmas within the complicated criminal justice system. 4 quarter hours

CRJ2005 Comparative Criminal Justice Systems  
Prerequisite: CRJ1001  
This course examines systems of law, police, courts, and corrections in different countries to show the various ways policing, adjudication and corrections systems can be organized and operated. 4 quarter hours

CRJ3001 Criminal Procedures  
Prerequisite: CRJ2002  
This course will cover the legal aspects of police investigatory practices, criminal procedure law, and constitutional cases as they pertain to the criminal justice system. Focus will be on U.S. Supreme Court cases and lower court cases setting out the requirements for arrest, search and seizure, confessions, and pretrial identifications. Students will develop a comprehensive understanding of the legal rights, duties, and liabilities of criminal justice professionals. 4 quarter hours

CRJ3002 Criminal Justice Research Methods  
Prerequisite: CRJ1005  
This course explores the major social science research methods used in criminal justice. The course focuses on the research process from beginning to end including: sampling procedures; data collection techniques; measurement, validity and reliability issues; the role of ethics in the research process; and writing and understanding reports. 4 quarter hours

CRJ3003 Juvenile Delinquency  
Prerequisite: CRJ2003  
This course integrates sociological theories of delinquency with discussions of what is actually occurring in the social environments, and examines types of delinquent behavior and responses to control, treat and prevent juvenile delinquency. 4 quarter hours

CRJ3004 Race, Class and Gender in Criminal Justice  
Prerequisite: CRJ2001  
This course focuses on theoretical foundations and current research on theories of racial, ethnic, class and
gender discrimination within America’s criminal justice system. Emphasis will be placed on the most recent research on patterns of criminal behavior and victimization, police practices, court processing and sentencing, the death penalty, and correctional programs as they relate to minority groups.  4 quarter hours

CRJ3005 Criminal Justice Management and Administration
Prerequisite: CRJ1001
This course covers modern management theory and the application of management techniques appropriate to each area of the criminal justice system.  4 quarter hours

CRJ3006 Law Enforcement Operations
Prerequisite: CRJ1002
This course covers current research and theory in policing and provides comprehensive presentation of police operations, patrol techniques, cultural diversity, and changes in police administration policy.  4 quarter hours

CRJ3008 Criminalistics I
Prerequisite: CRJ1002
This course is an introduction to the field of forensic science. Students will learn the scientific techniques used by crime laboratories to process crime scenes, collect evidence, and examine physical evidence. The course will focus on how evidence from a crime scene can aid a criminal investigation.  4 quarter hours

CRJ 3009 Theories of Crime and Justice
Prerequisite: CRJ 2001
An overview of a variety of criminological theories. Attention will be directed toward the study of the major theoretical schools of thought which have influenced the American system of crime and justice. The basic goal of this course is to help the student develop an understanding of and appreciation for the insights gained by examining crime and criminals through different theoretical frameworks.  4 quarter hours

CRJ3010 Deviant Behaviors
Prerequisite: CRJ2001
This course focuses on the concepts and theories of deviance and how they can be applied in the criminal justice field.  4 quarter hour

CRJ3020 Civil Liability
Prerequisite: CRJ2002
This course is designed as a comprehensive analysis of some of the most important developments in the area of police accountability and focuses on federal lawsuits against the police, consent decrees, citizen oversight of the police, and the civil liability faced by law enforcement.  4 quarter hours

CRJ3021 Probation and Parole
Prerequisite: CRJ1004
This course examines the theory and history of probation and parole and their operation in the criminal justice system.  4 quarter hours
CRJ3022 Juvenile Procedures
Prerequisite: CRJ2003
This course places an emphasis on the juvenile system, process, and law and provides a detailed look at the various phases and nuances of juvenile law. 4 quarter hours

CRJ3023 Organized Crime
Prerequisite: CRJ 1001
Historical review and activities of national and international organized crime groups. Emphasis is placed on the nature and concept of organized crime, both traditional and nontraditional, as well as the rise of the modern street gang. Cultural and social implications of the presence of organized crime and emerging strategies used in the fight against organized crime are examined in depth. 4 quarter hours

CRJ3024 Serial Killers and Mass Murderers
Prerequisite: CRJ 1001
Exploration into serial killers and mass murderers, and the impact each has on society and individual victims. Examines issues of causation and the social environmental linkage of recent and notorious cases including the mind set of offenders. 4 quarter hours

CRJ4001 Victimology
Prerequisite: CRJ2001
The course is a comprehensive look at the theories of victimology and the interaction of crime victims with others in the criminal justice system. 4 quarter hours

CRJ4002 Restorative Justice
Prerequisite: CRJ2005
This course defines restorative justice and its values, explores its foundational underpinnings, and details ways to build restorative justice into policy and practice. The course will expose students to how restorative justice fits into our criminal justice system and how it can be applied effectively. 4 quarter hours

CRJ4003 Critical Issues in Criminal Justice
Prerequisite: CRJ2004
This course focuses on current controversial issues confronting the Criminal Justice System. 4 quarter hours

CRJ4004 Family Violence
Prerequisite: CRJ1002
This course explores the causes, consequences, and prevalence of domestic violence and the law enforcement response. 4 quarter hours

CRJ4006 Community Policing
Prerequisite: CRJ1002
This course focuses on the dual themes of problem solving and community/police collaboration and partnerships. A historical perspective is presented that details the community policing philosophy and the course provides practical strategies to implement community policing. 4 quarter hours

CRJ4007 Alcohol, Drugs and Criminal Justice Policy
Prerequisite: CRJ 1001; CRJ 3002
This course examines the pharmacological effects and medical uses of drugs and alcohol and the role they play in the U.S. criminal justice system. Topics covered include the history of alcohol and drug prohibition in the U.S.; the types of illegal drugs currently available in the United States; patterns, trends, and scope of illicit drug use; consideration of the relationship between drugs and crime; and manifestations and consequences of the criminal justice system response. 4 quarter hours

**CRJ4008 Administration and Correctional Facilities**  
*Prerequisite: CRJ1004*  
This course covers the management and organization of correctional facilities. The course focuses on how organizational culture is related to effective correctional leadership. It highlights the importance of changing trends in corrections, specifically institutional corrections. 4 quarter hours

**CRJ4009 Illegal Immigration and the Criminal Justice System**  
*Prerequisite: CRJ 1001*  
An overview of the political and legal aspects of illegal immigration in a nation of immigrants. Emphasis on the operational and bureaucratic impediments of the enforcement of immigrant laws. 4 quarter hours

**CRJ4010 Law Enforcement Supervision and Management**  
*Prerequisite: CRJ1002*  
This course focuses on law enforcement managers and supervisors, their jobs, and the complicated interrelationships between members of the law enforcement team and the communities they share. Topics covered include: leadership, organizational behavior, and new developments in the field. 4 quarter hours

**CRJ4011 Terrorism and Homeland Security**  
*Prerequisite: CRJ1001*  
This course focuses on the theories of domestic and international terrorism and the criminal justice response to homeland security. 4 quarter hours

**CRJ4012 Criminal Investigation**  
*Prerequisite: CRJ1002*  
This course is designed to combine the practical and theoretical aspects of criminal investigations and to develop an analytical and practical understanding of the investigative. 4 quarter hours

**CRJ4013 Criminalistics II**  
*Prerequisite: CRJ3008*  
This course will be an in-depth look at specific areas of forensic science. The course will focus on the collection, preservation, and examination of physical evidence, drug analysis, toxicology, biological evidence, firearms, documents, fingerprints, and digital evidence. 4 quarter hours

**CRJ4014 Crime Scene Investigation**  
*Prerequisite: CRJ1002*  
This course covers crime scene investigation and reconstruction. The focus is on effective methodologies
and efficient investigation of crime scenes including documentation protocols, fundamental collection and preservation techniques, and laboratory analytical strategies. 4 quarter hours

CRJ4015 Bloodstain Pattern Analysis
Prerequisite: CRJ3008
This course explains the underlying scientific principles involved in bloodstain pattern analysis, which helps in the reconstruction of violent crime scenes. Topics include: the general properties of blood, droplet directionality, documenting bloodstains, and dealing with the risk of blood borne pathogens. 4 quarter hours

CRJ4020 Security of Information and Technology
Prerequisites: ITS1101, CRJ1002
This course is designed to introduce the student to the theoretical foundations and principles of information assurance and computing security. The course involves intensive study of computer and information security practices, risk management, cyber threats, and the implications of technology for national security. 4 quarter hours

CRJ4021 Cyber Crime
Prerequisites: ITS1101, CRJ1002
This course is designed to introduce the student to the investigation of computer crime and the forensic examination of digital evidence. This course involves intensive study of the history and terminology of computer crime, the types of crimes committed in cyberspace, a behavioral profile of computer offenders, legal issues in cyberspace, the proper collection and preservation of digital evidence and an overview of computer forensics. 4 quarter hours

CRJ4022 Digital Forensics
Prerequisites: ITS1101, CRJ3008
This course is designed to provide the student with the fundamental concepts of digital forensics including the sub-disciplines of computer, audio, and video forensics. Topics include digital imaging, legal restrictions related to personal privacy and electronic communication, examination of FAT and NT based file systems, password cracking, encryption, forensic tools, methodologies, and the proper documentation of forensic examinations. 4 quarter hours

CRJ4995, 4996, 4997. Internship in the Criminal Justice System I, II, III
Prerequisites: All required CRJ courses
This course is designed to provide students practical working experience in some aspect of the Criminal Justice System and apply what they learn to real life situations. Students will serve as an unpaid intern in a pre-approved criminal justice agency for a specified number of hours per week over the course of the school term. 4 quarter hours each
Note: Approval of the department chair and agreement of the respective
program director are required to participate in the internship practicum. Students who decide not to participate in one of the internship options will be required to take an appropriate number of four (4) credit hour upper-division criminal justice electives.

**ECO2071 Principles of Microeconomics**  
*Prerequisites: None*  
Microeconomics is the study of the internal forces in the market place. Students will develop an understanding of the forces that control the economy, and the effect of changes in those forces. Specific topics include the free enterprise system, capitalism, wage and price theory, law of supply and demand, and government regulation of business.  
*4 quarter hours*

**ECO2072 Principles of Macroeconomics**  
*Prerequisites: None*  
The study of macroeconomics includes the basic aspects of economic analysis of the business world. Students will develop an understanding of the monetary system, recession, inflation, and the main cycles of business activity.  
*4 quarter hours*

**ECO3007 Money and Banking**  
*Prerequisite: ECO2072*  
This course is the study of the banking system in the American economy: monetary and fiscal policies and the impact of money and fund flows upon business decisions and economic activity.  
*4 quarter hours*

**ENG0099 Principles of Composition**  
This course helps students refine their writing skills by focusing on the elements of style and grammar. Students compose paragraphs and essays in preparation for more advanced composition classes. A minimum grade of C is required to pass this course. Note: This course is offered for institutional credit only.  
*4 quarter hours*

**ENG1001 Composition I**  
*Prerequisites: ENG0099 or exemption thereof.*  
In this course students develop their writing skills through the reading and construction of expository essays. A minimum grade of C is required to pass this course.  
*4 quarter hours*

**ENG1002 Composition II/Literature**  
*Prerequisite: ENG1001*  
In this course students write analytical and critical essays about plays, short stories, and poetry. Emphasis is placed on literal and figurative interpretations, structural analysis, and variations in thematic approach. A minimum grade of C is required to pass this course.  
*4 quarter hours*

**ENG2001 Composition III**  
*Prerequisite: ENG1001*  
Focusing on the construction of effective written argument, this course refines composition techniques, develops abstract thought processes, and promotes critical thinking. A library paper is included. A minimum grade of C is required to pass this course.  
*4 quarter hours*
ENG2002 World Literature  
*Prerequisite: ENG1002*  
Organized thematically, this course explores global viewpoints expressed in novels, plays, short fiction, and poetry. A library paper and a number of shorter critical essays are included.  
4 quarter hours

FIN2005 Introduction to Finance  
*Prerequisite: ACC1001*  
This course exposes the student to a wide range of important issues in managerial finance, including such topics as the role of finance in organizations and principles of financial analysis and control.  
4 quarter hours

FIN3030 Corporate Finance  
*Prerequisite: ACC1003*  
An introductory course in the financial management of non-financial corporations, this course focuses on the role of interest rates and capital markets in the economy. A variety of topics are addressed, including the structure and analysis of financial statements, time value of money calculations, and the valuation of income-producing physical assets.  
4 quarter hours

FIN3031 International Finance  
*Prerequisites: FIN3030, ECO2072*  
This course focuses on the study of financial institutions in the global economic environment. Among the areas covered are foreign exchange markets, international trade, global regulatory environments, interest rate volatility, and technological advances.  
4 quarter hours

FIN4035 Investments and Portfolio Management  
*Prerequisite: FIN3030*  
An overview of theories and practices of investments including: financial markets, risk and return, securities, and asset allocation. Student will utilize analytical techniques and tools for investment planning and selection in a selected financial environment. Students will apply these financial models and investment strategies to analyze and manage portfolio investments for various types of organizations.  
4 quarter hours

FIN4055 Financial Management for Small Business  
*Prerequisite: FIN2005*  
This course addresses the practices and issues of small business financial management, including the study of financial records, control, and statements. Issues of personal financial management will be covered.  
4 quarter hours

FIN4060 Financial Statement Analysis  
*Prerequisite: FIN3030*  
This course covers the decision-making principles of accounting and finance in an integrated manner. Material includes the recognition and understanding of the estimates and assumptions underlying financial statements.  
4 quarter hours

FIN4101 Enterprise Risk Management  
*Prerequisite: FIN2005, MGT2037*  
ERM is a systematic process for
organizing and managing the multitude of possible errors (human, equipment, and external) that threaten the smooth functioning of an organization.

This course provides an overview of basic ERM concepts. Students will also be given an opportunity to apply the ERM concepts covered in this course to simulations and case studies. Topics may include: assessing risk to improve decision-making, developing holistic measures to manage organizational risk, and assessing risk levels to optimize planning. 4 quarter hours

**GRA1000 Drawing and Perspective**
*Prerequisites: none*

Through observation and application of one, two, and multiple point perspective techniques, the student will render three-dimensional forms; the class will study the fundamentals of drawing — light and shadow, line, form, and values — and use various media, including pencil, charcoal, brush and ink and marker. 4 quarter hours

**GRA1001 Color Fundamentals**
*Prerequisites: none*

This fundamental course will provide an introduction to the principles of color, and an exploration of color theory as it relates to design. Students will learn about the nature of color and its interaction through demonstrations and applications. The psychological and cultural aspects of color will be explored as well as their role in the design process. 4 quarter hours

**GRA1004 Design Fundamentals**
*Prerequisites: none*

This course explores the realm of visual communication with a concerned focus on the elements that form the basics of two-dimensional design. It will focus on developing these concepts as a means of expressing ideas, as well as the terminology used in describing them. 4 quarter hours

**GRA1005 Graphic Design Studio**
*Prerequisite: ITS1000*

An introduction to standard graphic design studio procedures, the course is designed to give students a baseline overview of the tools used by designers worldwide; the class studies the Macintosh OS and hardware, graphic design applications for illustration, page layout and photo editing, operating scanners and other digital peripheral equipment, troubleshooting software and hardware problems. 4 quarter hours

**GRA1011 Typography I**
*Prerequisites: ITS1000, GRA1005*

This course is an introduction to the history and foundation of letterforms. The placement of display and text type in a formatted space, and the relationship between the appearance and readability of letterforms, are also studied. Students will be introduced to contemporary typesetting technology and the role of type as an important visual element in graphic design. 4 quarter hours
GRA 1160 Digital Imaging  
*Prerequisites: ITS1000, GRA1005*  
This course explores the realm of digital image manipulation. Students learn to manipulate photographic and other images to create concise advertising and graphics; the class will discuss publication standards for print and web graphics. The focus includes scanning, photo restoration, working in layers, and application of special effects. *4 quarter hours*  

GRA1170 Observational Drawing  
*Prerequisite: GRA1000*  
This course continues the exploration of drawing skills and the use of different media to render volume, light and shade, and perspective. The course will promote the understanding of the creative process and developing concepts into concrete images, as well as sharpening eye-hand coordination. *4 quarter hours*  

GRA1195 Digital Layout  
*Prerequisites: ITS1000, GRA1005*  
This course will explore various means of indicating, placing and manipulating visual elements in page design, systematically developing strong and creative layout solutions by means of a cumulative, conceptual design process. The ability to effectively integrate photographs, illustrations, and display and text type will be developed using page composition software. *4 quarter hours*  

GRA2010 3D Design Fundamentals  
*Prerequisite: GRA1004*  
A studio course exploring three-dimensional form and space. This course introduces students to the materials, techniques, and ideas that comprise the three-dimensional world of natural and “man-made” objects. Point, line, plane, mass, volume, density and form are discussed. Students learn to create and discuss 3-D situations using basic hand tools and readily available materials. *4 quarter hours*  

GRA2110 Digital Illustration  
*Prerequisites: GRA1005, GRA1160*  
This course helps students communicate and design with the computer as a professional tool. Using different software applications, the student will demonstrate an understanding of electronic illustration. The course will explore design applications that are considered to be industry standard. *4 quarter hours*  

GRA2290 Concept Design  
*Prerequisite: GRA1160*  
This course identifies and explains the components of the creative process. Problem identification and research methods will be explored. Design solutions appropriate to problem solving will be emphasized. The course will include generating exercises and a concentration on design purpose and function. *4 quarter hours*  

GRA2292 Print Production  
*Prerequisites: GRA1011, GRA1195*  
This course discusses traditional film and electronic prepress systems and the printing industry and its asso-
ciation with designers, art directors and print brokers. Image reproduction, color specification, file preparation procedures, and binding and finishing techniques will be explored. Discussion of various printing processes and paper selections are covered in this class. Students will produce print work for production. 4 quarter hours

**GRA2800  Web Design I**  
*Prerequisites: GRA1160, GRA1195, GRA1011*

This course introduces some of the techniques, tools, and technologies associated with web development. By identifying, interpreting, and implementing the roles and responsibilities of web industry team members students will define, design, develop an HTML-based website using standard authoring tools. 4 quarter hours

**GRA2900  Portfolio I**  
*Prerequisites: GRA2290, GRA2292*

This course focuses on the completion of the associate's level portfolio. The final portfolio should focus on the graphic artist's individual strengths. This work should reflect the artist's uniqueness and ability to meet demanding industry standards; students will participate in a gallery display of their work on campus. 4 quarter hours

**GRA3000  Graphic Symbolism**  
*Prerequisites: GRA1010, GRA1011*

This course examines the importance of graphic symbols in design. Logos and other symbolic images will be examined in historic and contemporary contexts. Graphic elements including typography, simplified imagery, and abstract shapes will then be utilized to create individual symbolic designs and compositions. 4 quarter hours

**GRA3010  History of Graphic Design**  
*Prerequisite: ENG1002*

This course will examine the influences of social trends, historical events, technological developments, and the fine arts on contemporary graphic design, illustration, typographic design, architectural design, photography and fashionable trends in general. Through lectures, supplied visual examples, independent research and design assessments, the student will gain insight into a variety of major design influences. The student will learn how to research and utilize a wide variety of design styles. 4 quarter hours

**GRA3011  Typography II**  
*Prerequisite: GRA1011, GRA1195*

Emphasis is placed on the hierarchy and expressive potential of typography. How the form of the written word(s) affects the meaning is studied experimentally. The emphasis is on design elements from the perspective of history, psychology, and artistic interpretation executed with digital tools. 4 quarter hours

**GRA3060  Multimedia I**  
*Prerequisite: GRA2800*

Interactive computer programs combine animation with facilities for integrating text, sound, images, and
full-motion video into interactive products such as games, edutainment, computer-based training, and the Internet. This course will allow the student to develop interfaces and 2D animation for interactive projects. Students will fine-tune their conceptual skills, and they will design an animated prototype using interactive multimedia software. 4 quarter hours

GRA3090 Digital Photography for Designers
Prerequisite: GRA1160

This course introduces students to the fundamental terminology, concepts, and techniques of digital photography. It focuses on the principles of using color, composition, lighting, and other techniques for overall thematic and visual effects of photographic images; effects and editing software will be used to enhance and montage digital images. 4 quarter hours

GRA3101 Package Design
Prerequisites: GRA2010, GRA2110, GRA3011

Students will receive a broad overview that covers essential package design basics, including materials and production methods, structures and surfaces, product positioning and environmental concerns. 4 quarter hours

GRA3120 Digital Prepress
Prerequisite: GRA2292

Students complete multiple-page documents that include scanned and edited images, object-defined graphics and text through the integration of a variety of file types. Digital page make-up in modern print production is studied. 4 quarter hours

GRA3670 Corporate ID & Branding
Prerequisites: GRA1160, GRA2110, GRA3000

Students will conduct an in-depth study of the creation of a corporate identity. Problem solving, information gathering, system development and application standards are discussed. Students will focus on color, logotypes, symbols, and branding. 4 quarter hours

GRA3810 Collateral Design
Prerequisites: GRA1195, GRA2290, GRA2292

The role of graphic design in collateral materials will be introduced and explored with a focus on brochures, billboards, posters, point of sale materials, direct mail pieces, sales promotion materials, etc. The process of developing integrated collateral materials from concept through production will be emphasized. 4 quarter hours

GRA3820 Advertising Design
Prerequisites: GRA1195, GRA2290, GRA3011

The course focuses on print advertising and its role as part of integrated campaigns; image, brand, history, and the role of the art director are a few of the many subjects studied, a comprehensive overview of advertising's impact on modern society. Students will research, concept and develop several print ad campaigns for tar-
geted audiences, and will consider the role the Web plays in interactive and viral campaigns. 4 quarter hours

GRA3850 Web Design II
Prerequisites: GRA2800, GRA3060
Students will continue to design and develop HTML-based websites using standard authoring tools, as well as interactive features, forms, audio, video, and animation. E-commerce sites with dynamic databases will be studied. Students will also consider current and future trends in Web media and research topics regarding Web design and technology. 4 quarter hours

GRA3900 Design Marketing
Prerequisites: GRA2900, GRA3810
This course explores theories, methods, and strategies for effectively selling a product. Provides concepts of product, price, promotion, distribution, and benefit as they relate to advertising and graphic design. Lectures include a review of the target audiences, budgets, strategy and the company vision. Examines various management styles, techniques and trends in the industry. 4 quarter hours

GRA4000 Multimedia II
Prerequisite: GRA3850
Further refinement of interactive computer-based programs that combine animation with facilities for integrating text, sound, images, and full-motion video. Using interactive multimedia software, students will think “outside the box” by creating new concepts for their programming presented on the Web or in a standalone environment. 4 quarter hours

GRA4100 Professional Development for Designers
Prerequisite: Must be taken in last three quarters
This course prepares students for the business environment and the transition into an applied arts profession. It emphasizes the concepts of professionalism and an overall understanding of self-promotion in the field. Professional development tools are presented, including resume and cover letter writing, networking and interviewing skills. This course includes the multiple facets of media business law, including intellectual property, copyright and additional legal and ethical business issues, as it impacts design professionals. Freelance business operating practices such as negotiation of contracts, pricing and estimation of services, ethical guidelines, and pertinent tax laws will be addressed. 4 quarter hours

GRA4440 Art Direction
Prerequisites: GRA3820, GRA3810, GRA3011
This course will examine the role of the art director in producing multifaceted design projects. Working in teams, students will coordinate their creative efforts, from concept to finished output. By encouraging a team approach, the course will further enhance students’ leadership, communications and negotiation skills. 4 quarter hours

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GRA4620  Mass Media Law  
Prerequisite: GRA4100  
This course covers the multiple facets of media business law. Topics include: an overview of the legal system, contracts, personal property, intellectual property, copyright and additional legal and ethical business issues as it impacts media and design professionals. 4 quarter hours

GRA4670  Digital Portfolio  
Prerequisite: Must be taken in last three quarters of the program  
This course will guide students through the process of compiling their work into a final interactive portfolio. This course will also stress the importance of professional development and help the student obtain the necessary completion of the initial job search requirements. 4 quarter hours

GRA4801  Graphic Design Capstone  
Prerequisite: Must be taken in last three quarters of the program  
Students in this course present a comprehensive understanding of their academic experience. Students will develop an independent project. Proficiency will be demonstrated in both studio and general education courses through a written, oral, and visual presentation. Developing a long-term assignment, providing a research and presentation document, and extending the skills learned in previous studio classes are emphasized. 4 quarter hours

GRA4910  Portfolio II  
Prerequisite: Must be taken in last three quarters of the program  
This course focuses on the completion of the bachelor level portfolio. The final portfolio should focus on the graphic artist's individual strengths. This work should reflect the artist's uniqueness and ability to meet demanding industry standards; students will participate in a gallery display of their work on campus. 2 quarter hours

HCM2001  Issues in Public Health  
Prerequisites: AHS1001, BIO 1020, 1021  
(At the discretion of the faculty, students who have taken BIO1011 and BIO1013 can be given credit for BIO1020 and BIO1021), ENG1001

This course explores the societal context of health, illness and the health care system in American Society. We examine determinants and measurement of health and disease and develop an under-standing of epidemiology and public health. 4 quarter hours

HCM2002  Healthcare Delivery System  
Prerequisites: AHS1001, EC2071, ECO2072, ENG1001  
This course is an introduction to the healthcare delivery system. It provides an overview of the various forces and elements that shape the way healthcare is delivered and received in the United States. 4 quarter hours
HCM2003 Issues and Trends in Healthcare
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the delivery of healthcare in the United States including: those issues currently affecting the cost, quality and safety of healthcare services; state and national legislative initiatives and the future configuration of the healthcare industry. 4 quarter hours

HCM3001 Health Services Organization and Delivery
Prerequisites: CORE CURRICULUM, HCM2003
This course covers the structure and function of the health organizations, professions, and delivery systems across the continuum of care including community and teaching hospitals, long-term care facilities, rehabilitation hospitals, ambulatory care facilities, public health clinics and private medical practice. 4 quarter hours

HCM3002 Economics of Healthcare
Prerequisites: Core Curriculum, HCM2003
This course examines the application of both micro and macro economic principles to the healthcare industry. 4 quarter hours

HCM3004 Ethics and Law for Administrators
Prerequisites: HCM 3001, 3002, PHI2301
This course examines health law and ethics from an administrative perspective. Students learn to integrate ethical and legal aspects into administrative decision-making. 4 quarter hours

HCM3005 Healthcare Finance
Prerequisites: HCM3001, HCM3002
This course covers the unique structure and process of financial management in healthcare organizations. Students learn to examine and understand statements of profit and loss, balance sheets and cash flow statements in order to make administrative decisions regarding operations and resource allocation. The unique healthcare reimbursement system is given special attention. 4 quarter hours

HCM3006 Healthcare Marketing and Strategy
Prerequisites: HCM3001, HCM3002
This course will examine the role and function of marketing and strategy development in healthcare organizations. Marketing concepts including market research, segmentation, branding and advertising are reviewed. Strategy development includes the role of vision and mission, internal and external assessment, developing strategic initiatives, tactical planning and strategic execution. 4 quarter hours

HCM3008 Health Information Management Systems
Prerequisites: HCM3001, HCM3002
This course examines the design, operation, application and future of health information management systems. 4 quarter hours
HCM4002 Risk Management in Health Settings
Prerequisites: HCM 3004, 3005, 3006, 3008
In this course, we examine various risk factors and methods of managing risk in healthcare organizations. 4 quarter hours

HCM4004 Research Methods in Health Administration
Prerequisites: HCM3004, HCM3005, HCM3006
In this course, we examine various research methods that are used to gather data, evaluate needs and develop strategies and programs. Students learn to be discriminating users of healthcare research studies in managerial decision making. 4 quarter hours

HCM4007 Leadership in Healthcare Organizations
Prerequisites: HCM3004, HCM3005, HCM3006, HCM3008, BUS3041
This course is designed to prepare students with leadership fundamentals in healthcare organizations. This includes content in interpersonal skills, leadership, ongoing professional development, and strategic management. This course is normally taught in conjunction with HCM4008 Leadership in Healthcare Organizations–Internship. 4 quarter hours

HCM4008 Leadership in Healthcare Organization. – Internship
Prerequisites: HCM4007 (or co-requisite)
This course is a faculty supervised and evaluated field experience in health services management. This is an applied field course with a major research paper as an end product. 4 quarter hours

HCM4012 Case Studies in Health Administration
Prerequisites: HCM3004, HCM3005, HCM3006
This is one of two capstone courses which provide students with the opportunity to integrate the skills and knowledge learned in the liberal arts foundation with their learned conceptual and technical competencies, through case studies. 4 quarter hours

HCM4025 Strategic Management in Healthcare Organizations
Prerequisites: HCM3004, HCM3005, HCM 3006
This is the second capstone course. Students have the opportunity to integrate the knowledge and skills learned through the courses in leadership, marketing and strategy, managerial communication and research methods, through case studies on strategic management. 4 quarter hours

HIS1101 U.S. History I: (Colonial to 1865)
Co- or Pre-requisite: ENG1001
This course covers main themes of American history from the country’s beginnings until the beginning of the reconstruction period following the Civil War. The concepts, chief actors, and major events of this period of time
will be studied, and the student will analyze the historic concepts of cultural expansion and development found in the history of America. The process of national growth required by foreign and domestic influences will also be examined. 4 quarter hours

HIS1102  U.S. History II: (1865 to Present)
Co- or Pre- requisite: ENG1001
This course covers main themes of American history from reconstruction to the present day. The concepts, chief actors, and major events of this period of time will be studied, and the student will analyze the historic concepts of cultural expansion and development found in the history of America. The process of national growth required by foreign and domestic influences will also be examined. 4 quarter hours

HRM4010 Employment Law
Prerequisites: BUS2038 and MGT3045
This course explores laws and regulations applicable to modern employment environments. Topics may include public policy applicable to employment, employee-employer relationships, compensation and wages, privacy, medical leave, discharge and termination, and occupational and safety regulations. 4 quarter hours

HRM4020 Workforce Staffing, Recruitment, and Placement
Prerequisites: MGT3045
This course explores how an organization plans for and executes on its human resource needs in order to achieve its strategic and operational goals. Topics may include HR planning and analysis, recruitment methodologies, evaluation and selection of candidates, and exit planning. 4 quarter hours

HRM4030 Workforce Compensation and Benefits
Prerequisites: MGT3045
This course explores strategic and operational aspects of executive and employee compensation. Students learn about direct and indirect forms of compensation and benefits, as well as mandatory and non-mandatory benefits. The accountability link between compensation and performance will also be examined. Topics may include individual and group administration of compensation and benefits, initial selection and ongoing evaluation of compensation and benefit plans, performance and incentive plans, and linkage of compensation to strategic goals. 4 quarter hours

HRM4040 Workforce Training and Development
Prerequisites: MGT3045
This course explores strategic and operational aspects of executive and employee training and development. Students learn how training and development span the entire workforce lifecycle from initial orientation to post-retirement learning opportunities. Topics may include the linkage between training and performance, adult learning theories, development
of training content, administration of training and development activities, and evaluation of training and development activities. 4 quarter hours

HRM4050 Employee and Labor Relations
Prerequisites: MGT3045
This course explores employee-management relationships in a variety of organizational situations. Topics may include unit determination and election procedures, union representation, labor contracts, performance management, employee retention and awards, workplace behavior and grievance systems, code of ethics, and collective bargaining and arbitration. 4 quarter hours

HSC2010 Medical Sociology
Prerequisites: HCM2001, HCM2002
This course introduces students to the field of medical sociology which addresses the social causes and consequences of health and illness. 4 quarter hours.

HSC3000 Ethics in Healthcare
This course introduces the student to ethical issues and thinking with a special focus on ethical considerations in the practice of the health professions. 4 quarter hours

HSC3010 Long-Term Care
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the long-term care industry and discusses the business and clinical environment of various types of long-term care organizations including accreditation standards, reimbursement and patient care issues. 4 quarter hours

HSC3015 Behavioral Health
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the behavioral health industry and discusses the business and clinical environment of various types of behavioral health organizations including accreditation standards, reimbursement and patient care issues. 4 quarter hours

HSC3020 Managed Care
Prerequisites: HCM2001, HCM2002
This course reviews the major issues and trends impacting the managed care industry and provides an overview of different types of managed care organizations, considering both provider and payor sponsored systems. The business and financial relationship between managed care organizations and providers is explored. 4 quarter hours

HSC3030 Federal and State Healthcare Programs
Prerequisites: HCM2001, HCM2002
This course reviews the organization and delivery of federal and state healthcare programs and the impact these programs have on the financing, regulation and quality of the overall healthcare delivery system. Special focus is provided on the mechanisms and impact of federal and state reimbursement of healthcare services. 4 quarter hours
HSC4010 Epidemiology and Disease Control  
Prerequisites: AHS1001, BIO1020, BIO1021, ENG1001  
This course introduces the history and development of epidemiology in healthcare with a focus on disease identification and control. A special section is devoted to the detection and response to bioterrorism and pandemics. 4 quarter hours

HSC4020 Health Prevention and Wellness  
Prerequisites: HCM2001, HCM2002  
This course reviews the major issues and trends impacting the field of health prevention and wellness, including the business and professional considerations in various delivery settings. 4 quarter hours

HSC4030 Women and Minority Health Issues  
Prerequisites: HCM2001, HCM2002  
This course explores the health problems and issues unique to women and minorities, including access to healthcare resources and the delivery of quality healthcare services. 4 quarter hours

HSC4040 Emergency and Disaster Management  
Prerequisites: HCM2001, HCM2002  
This course explores the organization and delivery of emergency and disaster management services, from local first responders, to hospital emergency rooms to state and federal emergency and disaster relief. 4 quarter hours

HSC4050 Telemedicine  
Prerequisites: HCM2001, HCM2002  
This course reviews the history and evolution of telemedicine and how this technological breakthrough is revolutionizing clinical practice in healthcare delivery. 4 quarter hours

HSC4060 Working with Healthcare Professionals  
Prerequisites: HCM2001, HCM2002  
This course explores the unique working environment, professional culture and job requirements of physicians, nurses, and physician extenders and offers tools for effectively working with and managing these professionals. 4 quarter hours

HUM1001 History of Art through the Middle Ages  
Co- or Pre-requisite: ENG1001  
This course surveys the history of art beginning with the Prehistoric/Tribal period and continuing through the Middle Ages. The concepts, artists, motifs, works, and styles of the periods will be studied. The course introduces students to elements of art and design, and fosters an appreciation for the world of art. 4 quarter hours

HUM1002 History of Art from the Middle Ages to Modern Times  
Co- or Pre-requisite: ENG1001  
This course surveys the history of art from the Middle Ages to the present. The concepts, artists, motifs, works, and styles of the periods will be studied. The course introduces stu-
Students to elements of art and design, and fosters an appreciation for the world of art. 4 quarter hours

HUM2101 World Civilization I
(Prehistory – 1500 C.E.)
Co- or Pre- requisite: ENG1002 or ENG2001

This course covers the major themes and events in world history from prehistoric times to 1500. The course will focus on history from a variety of perspectives: social, cultural interactions, environmental, political, economic, and the people and events that shaped our world’s history. Various themes that appear across time will be explored from the perspective that all cultures and all events are influenced by the interactions with other peoples, geography, and the environment; and in turn these events influence and shape future events. 4 quarter hours

HUM2102 World Civilization II
(1500 – Present)
Co- or Pre- requisite: ENG1002 or ENG2001

This course covers the major themes and events in world history from 1500 to the present. The course will focus on history from a variety of perspectives: social, cultural interactions, environmental, political, economic, and the people and events that shaped our world’s history. Various themes that appear across time will be explored from the perspective that all cultures and all events are influenced by the interactions with other peoples, geography, and the environment; and in turn these events influence and shape future events. 4 quarter hours

ITS1000 Computer and Internet Literacy
Prerequisites: None

This course is for students to obtain basic knowledge and skills needed in using office application software and Internet features. A broad range of software used in an office, such as, word processing, spreadsheet, database, slide presentation, email, and Internet research will be introduced. It is not intended for IT majors. 4 quarter hours

ITS1101 Foundations of Information Technology
Prerequisites: None

This course introduces students to Information Technology in a non-programming context to provide students with a solid foundation in computer organization, computer systems, operating systems, safety issues and technologies. 4 quarter hours

ITS1102 Information and Communication Systems
Prerequisites: None

This course provides a comprehensive overview of the modern information/communication infrastructure and focuses on how information, including voice and data, travels throughout the world. Topics to be covered include: the nature of information, bandwidth, types of transmission and storage media, and the fundamental principles
governing information technology. Hands-on experience with related hardware and software tools for information capture, conversion, display, and management will be provided. 4 quarter hours

**ITS1103 Ethics and Information Technology**  
*Prerequisites: None*  
This course examines ethical dilemmas specific to the IT industry through a systematic approach of the basic principles of ethics and the relationship of these principles to a technological and global society. Ethical decision making and practical applications of ethics in a contemporary society is also explored. 4 quarter hours

**ITS1104 Human-Computer Interface**  
*Prerequisite: ITS1101*  
This course introduces Interaction Design, a broad scope of issues, topics and paradigms, which has traditionally been the scope of Human-Computer Interaction (HCI) and Interaction Design (ID). Students will formulate a design project, using interactive designs appropriate for the client and/or target audience. 4 quarter hours

**ITS2103 Networking Fundamentals**  
*Prerequisite: ITS1102*  
This course introduces students to the study of basic networking terminology, concepts, components (hardware) and basic network design. Investigation of functions required to operate computer communications networks will also be addressed. 4 quarter hours

**ITS2104 Programming Logic**  
*Prerequisites: None*  
This course introduces the beginning programmer to structured program logic without focusing on any particular language. Much emphasis is placed on developing sound programming techniques including flowcharting and naming conventions. 4 quarter hours

**ITS2105 Programming I**  
*Prerequisite: ITS2104*  
This course builds on the foundation developed in Programming Logic. Students are introduced to the elements of structured programming-related components such as overall program design, constraints, variables, functions, procedures logic and code control, error trapping, error handling, interactive coding techniques etc. 4 quarter hours

**ITS2106 Programming II**  
*Prerequisite: ITS2105*  
This course provides a more in-depth use of tools introduced in Programming I and introduces object-oriented programming (OOP), GUI classes, libraries, over-loading, and inheritance. Introduction to OOP techniques: elementary data structures including lists, stacks, and queues. Dynamic storage allocation concepts, interactive debugging techniques, and use of recursion are also addressed. 4 quarter hours
ITS2110 Database Design and Development  
*Prerequisites: ITS1104, ITS2104*

This course introduces students to database basic concepts, conceptual data models with case studies, common data manipulation languages, logical data models, database design, facilities for database security/integrity, and applications. 4 quarter hours

ITS2111 Multimedia and Web Development  
*Prerequisite: ITS1102*

This course will provide a basic understanding of the methods and techniques of developing a simple to moderately complex website. Using the current standard web page language, students will be instructed on creating and maintaining a website. After the foundation language has been established, the aid of an internet editor will be introduced. A second web-based language will be included to further enhance the websites. 4 quarter hours

ITS3051 Special Topics in Information Technology  
Topics of special current interest. Topics and prerequisites will vary. 4 quarter hours

ITS3100 Software Engineering Fundamentals  
*Prerequisite: ITS2105*

This course introduces the principles of software development, addressing both procedural and object-oriented development. Topics include: requirements, analysis, design, coding, testing, verification, and maintenance. Students will design and implement a project. 4 quarter hours

ITS3101 Advanced Operating Systems and Architecture  
*Prerequisite: ITS1101*

This course serves as a survey of the structure and functions of operating systems, process communication techniques, high-level concurrent programming, virtual memory systems, elementary queuing theory, security, and distributed systems using case studies. 4 quarter hours

ITS3104 IT Security: Access and Protection  
*Prerequisite: ITS2103*

This course addresses computer security issues in five key areas: (1) threats, vulnerabilities and controls, (2) encryption, (3) code, (4) management and (5) law, privacy and ethics. 4 quarter hours

ITS3107 Technology Industry Assessment: Tools and Products  
*Prerequisites: ITS2103, ITS2110*

This course will provide you with varied opportunities to research, evaluate, and recommend IT products, tools and services used by various industries. 4 quarter hours

ITS3110 Applied Systems Analysis  
*Prerequisite: ITS2103*

This course introduces students to System Development Life Cycle (SDLC) containing system analysis, design, development and implementa-
tion. The course will explain about conventional and current approach for SDLC and explain the role of Computer Aided Systems Engineering (CASE) tools, software, communications and data base technology in practicing various steps of SDLC.  

4 quarter hours

**ITS3112 Information Technology Project Management**  
*Prerequisites: MGT2037, FIN2005*  
This course focuses on the information technology project management process and development of the project team as key to the successful achievement of IT projects. The process examines the main elements required in every proposal/planning: time frame and budget. Key areas of IT project teams serve to support the fundamental approach that every project team is tailored to achieve project results efficiently and effectively.  

4 quarter hours

**ITS4100 Quality Management**  
*Prerequisites: MAT2058, recommend ITS3112*  
This course introduces students to CASE Tools, Project Management, Project Planning and Control, Software Quality, Total Quality Management (TQM), Quality Assurance (QA), Legal Requirements, ISO9000, Department of Defense 5000.51-G, TQM guidelines and the six sigma improvement methodology. Students team to analyze QM concepts and techniques in a TQM case study.  

4 quarter hours

**ITS4101 Fault Tolerance**  
*Prerequisites: ITS2103, ITS3104*  
This course focuses on the study and application of the principles of fault tolerant systems (failsafe) and networks. Topics include: hardware, software and redundancy techniques, performance and reliability evaluation techniques, system diagnosis, disaster recovery planning, backup strategies for data and hardware, virus monitoring and associated security and administration issues.  

4 quarter hours

**ITS4102 Emerging Technologies**  
*Prerequisite: ITS4101*  
In this course you will address technology research, product development, implementation and trends in the information technology industry. Products relating to networking, database, or web site administration will be the primary focus.  

4 quarter hours

**ITS4103 Information Technology Capstone I**  
*Prerequisite: Senior standing and completion of all core and elective courses.*  
This course centers on the evaluation and augmentation of selected projects completed by the student during prior courses. The purpose is for each student to refine project work associated with his/her area of emphasis. The finished project(s) will highlight the skills and industry interest of the student and form the basis of an individualized ePortfolio.  

4 quarter hours
ITS4104  Information Technology Capstone II
Prerequisite: ITS4103
This course is a virtual internship. Each student will develop a deliverable for an organization of their choice. The project deliverable will exhibit the student's skills in evaluating system requirements, project management, personal interaction with a client, and other skills associated with their particular emphasis area which is the focus of the deliverable. 4 quarter hours

ITS4105  Network Administration I
Prerequisite: ITS2103
This course provides an overview of implementing LAN network management tools through the study of TCP/IP, hardware routers and client/server architecture related to configuring network services, e.g. DHCP scope and policies. Routing, ICMP, troubleshooting, non-broadcast IP networks and subnet/supernet and connectivity will also be addressed. 4 quarter hours

ITS4106  Network Administration II
Prerequisite: ITS2103
This course provides an in depth study and comparison of the two primary networking paradigms, Internet/broadcast and switched, using two technologies, IPv6 and ATM, as representative examples. The course is implementation oriented, focusing on issues such as routing, broadcast, multicast, mobility, network configuration, and quality of service. Students will be introduced to network-related areas of project management, vendor management, network inventory management, security management, etc., that are related to the day-to-day job of network administration. 4 quarter hours

ITS4107  Designing and Maintaining Network Implementations
Prerequisite: ITS4106
This course provides an in-depth knowledge of data communications and networking requirements including net-working and telecommunications technologies, hardware, and software. Emphasis is on the analysis and design of networking applications in organizations. 4 quarter hours

ITS4108  Network Programming
Prerequisite: ITS4106
This course is designed to prepare students to write programs that operate across network connections. The basic principles of programming general client/server applications in Perl and inter-acting with a variety of common servers will be addressed. 4 quarter hours

ITS4109  Server Technology
Prerequisites: ITS2103, ITS3101
This course integrates different aspects of server-based technologies and the practical requirements and implementations of secure communication. Topics will include password authentication in the Apache web server; using password authentication in PHP scripting for both Internet and
Intranet applications; administering user accounts through database operation; and, using email to validate/confirm user account information. 4 quarter hours

**ITS4110 Digital Audio and Imaging for Multimedia & Web**  
*Prerequisite: ITS2111*  
This course examines the use of audio, video and other digital media as corporate, educational and personal communication. The student will configure and apply a number of compression techniques and file formats to different media, and evaluate the effective use of digital media. You will also publish your course project to the Web. 4 quarter hours

**ITS4111 Web Authoring Tools**  
*Prerequisite: ITS2111*  
Students learn and practice the principles of multimedia authoring using software similar to Flash as a development tool and XML-based web multimedia approaches such as SMIL and SVG. Students develop presentations targeted to the various media players/browsers, integrating video clips, rolling text documents with hyperlink, background music, animation sequences, and slideshows of still and moving images with narration. 4 quarter hours

**ITS4112 Web Programming**  
*Prerequisite: ITS2104*  
This course will use introduce industry standard programming languages including SQO and Java to develop or manage web applications. Error and exception handling techniques, stored procedures and functions, concurrency issues, etc will be addressed. 4 quarter hours

**ITS4113 Database Systems for Website Applications**  
*Prerequisites: ITS2110, recommended ITS2111*  
This course examines how databases are used to support Websites and organizations using case studies. Students will develop dynamic websites with Web applications that link databases to websites, pull web data and content in and out of databases and integrate a variety of coding and scripting technologies to enhance the functionality and flexibility of websites. Emphasis is placed on web performance tuning, and the application and maintenance of databases to web development. 4 quarter hours

**ITS4114 Advanced Database Design and Development**  
*Prerequisite: ITS2110*  
This course represents the practical and demanding challenges of creating web applications for e-commerce, with an emphasis on the SQL queries necessary to build complex relations. In creating the “shopping cart” project for this course, the students will design a normalized database. This course will review PHP code structures as well as provide basic instruction in Object-Oriented techniques. Also, this course will show students how to document and evalu-
ate their work, within codified goals and test protocols. 4 quarter hours

**ITS4115 Database Administration**  
*Prerequisite: ITS4114*  
This course provides students with an in depth coverage of tasks an administrator performs which include, but are not limited to creating and managing database users, implementing a security system, designing a backup strategy, performing recovery, tuning databases to optimize performance and troubleshooting. 4 quarter hours

**ITS4116 Database Programming**  
*Prerequisite: ITS2105*  
In this course, students will be introduced to the Data Access Object (DAO) hierarchy which provides the background for the development of sophisticated relational database applications using the control-based methods and object programming methods for data. Remote Data Objects (RDO), Active Data Objects (ADO), structured query language (SQL) and how to combine SQL with Visual Basic controls will also be covered. 4 quarter hours.

**LGS1001 Introduction to Paralegalism**  
This course examines the American legal system with emphasis on the methods and institutions of the law. The rights and responsibilities of paralegals, both professional and ethical, are described. Duties and opportunities for paralegals are discussed. Law office management procedures are introduced to the student. 4 quarter hours

**LGS1004 Torts and Remedies**  
*Prerequisite: LGS1001*  
This course familiarizes the student with the substantive law of torts. Concentration will be in three main areas—intentional torts, strict liability torts, and negligence law. The course will also examine various equitable remedies. 4 quarter hours

**LGS1005 Legal Research and Writing I**  
*Prerequisite: LGS1001*  
*Corequisite or prerequisite:* ENG1001  
This course is designed to familiarize the student with primary and secondary sources of law, judicial reports, statutes, citators, digests, annotated law reports, and legal treatises and periodicals. It enables the student to undertake, under the supervision of a lawyer, legal research and preparation of memoranda and briefs. 4 quarter hours

**LGS1006 Legal Research and Writing II**  
*Prerequisite: LGS1005*  
LGS1006 continues the study of legal research and writing, giving special emphasis to computer research in online legal research databases. Students will be required to present conclusions from their research in well reasoned memoranda and briefs. 4 quarter hours
### Description of Courses

#### LGS2001 Civil Litigation
*Prerequisite: LGS1001*

This course examines civil procedures and the court system, including the role of judges, attorneys, and juries. Venue, jurisdiction, and ethical considerations are studied. The course enables students, under the supervision and control of an attorney, to assist in pre-trial practice including drafting complaints, answers, and pre-trial motions; preparing pre-trial witnesses, conducting preliminary investigations; and assisting the attorney in the preparation of the case for trial. 4 quarter hours

#### LGS2002 Domestic Law
*Prerequisite: LGS1001*

Examination of the subjects and preparation of documents for adoption, legal separation, divorce, marriage, annulments, and child visitation and custody will be made in this course. The student will be prepared to assist in the interviewing of clients and the drafting of petitions and agreements. 4 quarter hours

#### LGS2003 Estate Planning and Probate
*Prerequisite: LGS1001*

In this course, students examine the transferring of assets, trusts, wills, gifts, administration of decedents' estates, federal and state taxes, and administrator's responsibilities. Students will receive hands-on experience drafting legal documents and using related computer software. 4 quarter hours

#### LGS2004 Criminal Law
*Prerequisite: LGS1001*

This course familiarizes the student with substantive criminal law and criminal procedures. It enables the student, under the supervision of a lawyer, to prepare pre-trial pleadings, interview witnesses, and conduct trial and post-trial proceedings. 4 quarter hours

#### LGS2005 Real Estate Law
*Prerequisite: LGS1001*

This course develops the student’s understanding of ownership, deeds, mort-gages, easements, landlord/tenant relations, liens, and eviction procedures. An examination is made of the mechanics of transferring interest in real property. 4 quarter hours

#### LGS2007 Computers in the Legal Office
*Prerequisites: LGS1001, UVC1021*

This course introduces paralegal students to several of the uses of computer software in the law office, including the following: drafting legal documents; legal timekeeping and billing; docket control; and litigation support. Other specialized legal software is introduced as appropriate. 4 quarter hours

#### LGS2099 Paralegal Externship
*Prerequisites: All required paralegal courses or co-completion thereof*

In this course, students are given the opportunity to validate their skills through a 120-hour supervised, unpaid externship experience. Students are
assigned to private legal offices, government legal departments, or corporate legal departments where they perform the various responsibilities of the paralegal. Students must contact the paralegal department chairman the quarter before enrolling in this course regarding approval of site selection and schedule. There will be a mandatory outcome assessment exam given in this course. 4 quarter hours

LGS3008 Worker's Compensation Law
Prerequisite: LGS1006
This course provides a detailed study of worker’s compensation law covering the procedures used to initiate and process worker’s compensation claims. Students will have the opportunity to draft relevant forms, as well as study employer responsibility, risk management, and litigation. 4 quarter hours

LGS3009 International Law
Prerequisite: LGS1006
This course acquaints the student with the principles, laws, and organizations that impact on the management of an international business transaction. Topics include basic principles governing relations between nations, such as human rights, treaties, sovereign immunity, and dispute resolution. At the end of this course, students should be able to analyze the risks involved in international trade and create an import/export business. 4 quarter hours

LGS3010 Bankruptcy Law
Prerequisite: LGS1006
This course provides an overview of the federal bankruptcy law and the rights of creditors and debtors. Emphasis is placed on bankruptcy procedures in Chapter 7, 11, 12, and 13 of the U.S. Bankruptcy Code. Upon completion of the course, students under the supervision of an attorney should be able to prepare and file bankruptcy forms, collection letters, UCC search, and post-judgment collection such as garnishment. 4 quarter hours

LGS3025 Insurance Law
Prerequisite: LGS1006
Principles of risk and insurance are studied in this course. Students receive an introduction to basic types of insurance, including automobile, homeowners, commercial, and medical. Students have the opportunity to learn practices and techniques of insurance defense attorneys and work on case files involving insurance claims. 4 quarter hours

LGS3030 Administrative Law
Prerequisite: LGS1006
This course presents basic concepts of administrative law and procedure in federal and state agencies. Topics include representing clients before administrative bodies, agency operation, adjudication, constitutional questions, statutory issues, and appeals. 4 quarter hours

LGS3040 Constitutional Law
Prerequisite: LGS1006
This course is designed to give the
student a basic understanding of constitutional law. The course will provide an overview of the Constitution itself, coupled with the beliefs and purpose of its framers. The ongoing controversies over jurisprudence of original intent versus the evolutionary interpretation of the Constitution will also be examined. Topics covered will include separation of powers in the national government, regulation of commerce, taxing and spending powers, war and national defense, conduct of foreign relations, state and local powers, limitation on the exercise of government powers, and the Bill of Rights. 4 quarter hours

LGS3050 Immigration Law  
Prerequisite: LGS1006  
This is a practical course on immigration law and procedures and includes the history and administration of U.S. immigration law. Topics include citizenship, admission to the United States, refugees, and political asylum. Students will gain experience in completing numerous immigration forms, including applications for naturalization and applications for employment authorization. 4 quarter hours

LGS4005 Advanced Legal Research and Writing  
Prerequisite: LGS1006  
This course is a comprehensive examination of legal resources and references. It allows the student to apply analytical and logical skills when drafting legal documents such as memoranda of law and an appellate court brief. 4 quarter hours

LGS4008 Litigation Support Management  
Prerequisite: LGS1006  
LGS4008 is an intensive drafting course where students have the opportunity to concentrate on preparing complex pleadings and motions related to the pre-trial, trial, and appeal processes. The focus is on developing practical skills in the legal analysis necessary to identify and pursue an appropriate cause of action in a civil case. 4 quarter hours

LGS4010 Evidence  
Prerequisite: LGS1006  
This course is designed to provide a thorough study of the rules of evidence. Emphasis will be placed on application of the rules in preparing and presenting evidence for trial. The role evidence plays in the legal system and the paralegal’s responsibility in finding, collecting, handling, labeling, and preparing evidence for litigation will be examined. Since evidence is one of the most critical parts of civil and criminal legal actions, this course will present the essential skills necessary for students using evidence law, and allow for students to apply and practice what they learn. 4 quarter hours

LGS4020 Advanced Real Estate Law  
Prerequisite: LGS1006  
This course is an advanced study of real property law relating to title examination, foreclosures, and preparation of commercial closing documents. Emphasis will be placed on
LGS4030 Employment Law
Prerequisite: LGS1006

Employment Law is designed to provide students with an overview of the legal relationship between employer and employee. Areas covered include federal and state laws governing discrimination, wrongful termination, and privacy. Students will get practical experience in drafting an employment policy manual that addresses sexual harassment, Americans with Disabilities Act, and other employment issues. Other topics studied include pre-employment concerns, employee benefits, and other ethical issues in employment law. 4 quarter hours

LGS4050 Environmental Law
Prerequisite: LGS1006

LGS4050 provides a thorough overview of the government systems that form environmental policy. This course covers the federal statutes on environmental law, including, but not limited to, the Clean Air Act, Clean Water Act, and Toxic Substances Control Act, as well as administrative procedures used to enforce the various laws. International environmental law will be explored, also. 4 quarter hours

LGS4055 Intellectual Property
Prerequisite: LGS1006

This course explores the areas of patent, trademark, and copyright and how they are bound up with antitrust law and government regulations. Topics include competition among businesses and protection of intellectual property in the global marketplace. Students will apply substantive legal concepts to protection of intellectual property including poetry, lyrics, advertising, inventions, and product names. 4 quarter hours

LGS4060 Legal Externship II
Prerequisites: All legal courses or concurrent

Legal Externship II is a 120-hour supervised practical experience in a law firm, corporate legal department, or government entity. It provides students with an opportunity to make the transition from classroom knowledge and theory to practical applications. This course is strongly recommended for students who have never worked in a legal setting. 4 quarter hours

LGS4075 Legal Topics Seminar
Prerequisites: All legal courses or concurrent

This capstone course will be conducted in a seminar format where students can apply their broad knowledge of the paralegal profession through specific projects integrating work related competencies with academic information. Students will review the various skills learned in the legal studies curriculum and take a comprehensive outcome assessment exam. The major objective of this course is successful completion of the capstone project. 4 quarter hours
MAT0099  Principles of Algebra
Principles of Algebra is designed to develop basic concepts in algebra needed in more advanced coursework. The approach emphasizes the relationship between arithmetic and algebra, using graphs and applications to motivate students and to provide real-world examples. The course begins with signed numbers, proceeds to solving linear equations, introduces the Rectangular Coordinate System and graphs, and concludes with the arithmetic of polynomials. A minimum grade of C is required to pass this course. 4 quarter hours

MAT1001  Intermediate Algebra
Prerequisite: MAT0099 or exemption thereof.
Co- or Pre-requisite: ENG1001
Intermediate Algebra is a continuation of MAT0099 exploring the arithmetic of polynomials, factoring, systems of linear equations, solving quadratic equations, and applying algebra techniques to problem-solving and applications. 4 quarter hours

MAT1002  College Mathematics
Prerequisite: MAT0099 or exemption thereof.
Co- or Pre-requisite: ENG1001
College Math is a survey course emphasizing inductive and deductive reasoning, concepts from set theory, applications of Venn diagrams, elements of formal logic, common formulas and relationships from geometry, and an introduction to probability and statistics. 4 quarter hours

MAT2058  Statistics
Prerequisite: MAT1001 or MAT1002
Statistics introduces the student to the terminology and techniques of Statistics including levels of measurement, measures of central tendency and variance, random variables, linear correlation and regression, normal probability distributions, sampling distributions, the Central Limit Theorem, and hypothesis testing. 4 quarter hours

MBA5000  Financial and Management Cost Analysis
An integrated approach to the study of financial and management cost analysis that describes the appropriate usage of reported information to support external and internal stakeholders’ decision-making activities. This is an option only for MBA students who have not completed the required courses in financial and managerial accounting (foundation courses). 4 quarter hours

MBA5001  Organization Behavior and Communication
This course addresses the issues of motivation, leadership, and communications. Included are negotiation, conflict resolution, and team-building. 4 quarter hours

MBA 5002  Microeconomics and Decision Making
Requires completion of a macroeconomics course
Topics include the theory of the firm, wage and labor theory, and market structures. Decision tools include
time value of money, expected value, and decision trees. 4 quarter hours

MBA5003 Strategic Environment

This course provides students with the foundational perspectives needed to understand the managerial challenges in today’s competitive market economy. Students will develop analytical tools and techniques for evaluating a firm’s external environment and its internal capabilities. These perspectives will give the student fundamental insights into the nature of competitive markets and the basis of firm-level competitive advantage. This course includes an emphasis on the examination of frameworks that students use to assess the relevant economic, ethical, and legal implications and requirements of today’s business environment with particular emphasis on the legal responsibilities of firms and managers. 4 quarter hours

MBA6001 Business Analysis

Prerequisites: Fundamental Courses

This course is designed to apply theory and tools to assess domestic and global markets, establish sources of capital, assess risks, and analyze processes. This analysis and assessment will provide the organization with the foundation to begin addressing market needs. 4 quarter hours

MBA6002 Firm and Market Development

Prerequisites: Fundamental Courses

Firm and Market Development addresses the issues of developing and designing products and services. Also addressed are the means by which resources are acquired to facilitate the design of products/services and the required facilities and support systems. 4 quarter hours

MBA6003 Managing Firm Operations

Prerequisites: Fundamental Courses

Managing Firm Operations examines the activities required to manage the ongoing organizational activities required to satisfy constituent needs. Integration of the management of cash, securities, and debt to support the inventory and scheduling is addressed. This in turn, supports the delivery of products and services to the user through market channels. The course also addresses the support systems required for these activities. 4 quarter hours

MBA6004 Managing the Supply Chain

Prerequisites: Fundamental Courses

This course develops the concepts of linking the customer/provider relationships. Such topics as strategic alliances, contract negotiation, network configuration, enterprise resource planning, and performance measurement are addressed. 4 quarter hours

MBA6101 Global Financial Management

Prerequisites: Core courses

This course introduces the students to the issues facing financial managers of multinational firms. Major
topics include an overview of global capital markets, exchange rate determination, foreign exchange risk and hedging, international tax and legal considerations, and cross-border valuation. 4 quarter hours

MBA6102 Entrepreneurial Finance, Venture Capital, and Initial Public Offerings
Prerequisites: Core Courses
This course focuses on the major issues confronting the financial manager in an emerging/developing firm. These issues range from raising capital through private sources to structuring an initial public offering. Topics include valuation, short term capital management, risk management, private equity financing, how and when to go public and financial strategies for selling/dissolution. 4 quarter hours

MBA6103 Financial Instruments and Markets
Prerequisites: Core Courses
This course introduces students to the workings of the major types of securities markets including debt, equity, and derivatives markets. The emphasis is on the workings of and risks associated with each. 4 quarter hours

MBA6104 Mergers, Acquisitions, and Corporate Restructuring
Prerequisites: Core Courses
This course examines the motives and accomplishment of mergers, acquisitions, leveraged buyouts, and other forms of restructuring. Topics include legal and regulatory issues, negotiation and terms restructuring, valuation, and due diligence. 4 quarter hours

MBA6105 Investment and Portfolio Management
Prerequisites: Core Courses
This course introduces the major issues associated with developing and managing a portfolio of debt, equity, and derivative securities. Topics include portfolio and efficient markets theory, financial markets, and investment selection and management. 4 quarter hours

MBA6201 Consumer Behavior
Prerequisites: Core Courses
This course examines the psychological, social, and managerial interactions that motivate buyers to purchase goods and services. 4 quarter hours

MBA6202 Market Research
Prerequisites: Core Courses
This course details the research process, sources and collection of data, and the analysis and presentation of the research results. 4 quarter hours

MBA6203 Advertising and Promotion
Prerequisites: Core Courses
This course examines the major marketing media alternatives and the means to integrate efforts to develop and maintain long term profitable customer relationships. 4 quarter hours
MBA6204 Global Marketing  
*Prerequisites: Core Courses*  
This course examines the means by which products are developed to address the needs of differing local markets and to determine markets for existing products. An emphasis is placed on the legal, regulatory, political, and cultural issues that must be considered. 4 quarter hours

MBA6205 E-Commerce  
*Prerequisites: Core Courses*  
This course presents the e-commerce enterprise business strategy model. Also developed are the customer interfaces, communications, and branding required of this approach to marketing. 4 quarter hours

MBA6301 External Auditing and Assurance  
*Prerequisites: Completion of the MBA Core Courses and ACC4050 (or equivalent graduate coursework).*  
This course explores assurance concepts associated with external auditing. Topics may include the regulatory environment applicable to external auditing, Generally Accepted Auditing Standards (GAAS), audit tools and techniques, audit reporting, professional conduct and ethics, statistical sampling, and information systems auditing. 4 quarter hours

MBA6302 Advanced Financial Accounting  
*Prerequisites: Completion of the MBA Core Courses and ACC3028 and ACC4035 (or equivalent graduate coursework).*  
This course explores Generally Accepted Accounting Principles (GAAP) associated with a corporation's merger, acquisition, and foreign transactions and operations. Topics may include partnership transactions, International Financial Reporting Standards (IFRS), and advanced tools and techniques for governmental and not-for-profit entities. 4 quarter hours

MBA6303 Advanced Financial Reporting  
*Prerequisites: Completion of the MBA Core Courses and ACC3028 (or equivalent graduate coursework) and MBA6302.*  
This course explores reporting as specified by the Securities and Exchange Commission (SEC) under a variety of business and corporate circumstances. Topics may include the regulatory environment applicable to corporate entities (which includes reporting requirements under Sarbanes-Oxley), accounting restatements, forecasts, and projections. 4 quarter hours

MBA6304 Advanced Taxation  
*Prerequisites: Completion of the MBA Core Courses and ACC4020 (or equivalent graduate coursework).*  
This course explores the U.S. Internal Revenue Code applicable to estates, trusts, gifts, partnerships, and other corporate entities. Topics may include advanced tax planning, tax research, and tax implications of management decisions. 4 quarter hours
MBA6305 Advanced Accounting Information Systems

Prerequisites: Completion of the MBA Core Courses and ACC3010 (or equivalent graduate coursework).

This course continues the exploration of accounting information systems by examining the impact industry models and paradigms have on accounting information systems. Industries may include healthcare, financial services, information technology and software, manufacturing, and hospitality services. 4 quarter hours

MBA6306 Forensic and Fraud Auditing

Prerequisites: Completion of the MBA Core Courses and ACC3010, ACC4050, and MBA6301 (or equivalent graduate coursework).

This course explores the historical and current fraud environment faced by business organizations. Topics may include investigation, loss calculation, asset valuation, fraud risks, and control policies and procedures controls. 4 quarter hours

MBA6307 Corporate Controllership

Prerequisites: Completion of the MBA Core Courses and MBA6303, MBA6302 (or equivalent graduate coursework).

This course explores the knowledge, skills, abilities, and professional experience needed to become a successful corporate controller of a U.S. business organization. Topics may include strategic alignment of operating and financial systems, systems implementation, corporate reporting, budgetary control, and risk analysis. 4 quarter hours

MBA6308 Accounting Services Consulting

Prerequisites: Completion of the MBA Core Courses.

This course explores the potential consulting models, policies, and procedures associated with other professional accounting services. Topics may include client marketing, engagement management, consulting categories, scope of services, risk mitigation, and customer service. 4 quarter hours

MBA6501 Strategic Human Resources Management

Prerequisites: Completion of the MBA Core Courses

This course explores human resources from a strategic perspective to help an organization achieve its goals. Topics may include investments in human resources, workforce demographic trends, theories of human resource management, workforce training and development, workforce utilization and assessment, and performance management systems. 4 quarter hours

MBA6502 Legal Environment of Employment Relationships

Prerequisites: Completion of the MBA Core Courses and MBA6501

This course explores the legal environment of modern employment relationships. Topics may include the the-
ory and practices surrounding public policy applicable to employment, labor law, compensation and wages, privacy, medical leave, termination, and occupational and safety regulations. 4 quarter hours

**MBA6503 Organizational Staffing and Development**

*Prerequisites: Completion of the MBA Core Courses and MBA6501*

This course explores the theory and practices involved in acquiring and developing an organization’s workforce. Topics may include HR planning and analysis, execution and evaluation of recruitment methodologies, adult learning theories, development of training content, and execution and evaluation of development activities. 4 quarter hours

**MBA6504 Organizational Compensation and Benefits**

*Prerequisites: Completion of the MBA Core Courses and MBA6501*

This course explores the theory and practices of compensation and benefits. Topics may include individual and group compensation and benefits, selection and evaluation of compensation and benefit plans, performance and incentive plans, and linkage of compensation to strategic goals. 4 quarter hours

**MBA6505 Organizational Development and Change Management**

*Prerequisites: Completion of the MBA Core Courses*

This course explores the theoretical grounding and practical approaches necessary to effectively diagnose organizational problems, develop intervention approaches, and implement organizational solutions. Topics may include entering and contracting, organizational diagnostic models, organizational surveys, change impediments, managing the change process, organizational/interpersonal/group interventions, and evaluation approaches. 4 quarter hours

**MBA6999 Strategic Development and Implementation**

*Prerequisites: Core Courses and Specialization*

This course explores the methods of directing a firm, or a significant division thereof in an internationally competitive environment. Students will develop an understanding of the way in which general managers formulate and implement business-level strategy and corporate level strategy in today’s market economy. These techniques will incorporate tools and perspectives for international and cooperative strategy. In this course students will also develop skills and perspectives in corporate leadership, corporate parenting, and corporate entrepreneurship. 4 quarter hours

**MCJ5001 Foundations in Criminal Justice**

*Prerequisites: None*

This course provides a comprehensive overview of the process and relationships between the components of the criminal justice system. Topics will include an evaluation of theoretical
and applied criminal justice models, interactions between practitioners, defendants, victims, witnesses, the media and the public. Discussions also include a critical examination of the myths and misconceptions that surround the criminal justice system and the controversial issues and trends it produces. 4 quarter hours

**MCJ5002  Advanced Techniques of Basic and Applied Research in Criminal Justice**  
*Prerequisite: CRJ 3002 or equivalent*

This course focuses on the application of advanced scientific methods used as a means for inquiry, description, and analysis of crime and the behavior of the criminal justice system. 4 quarter hours

**MCJ5003  Ethics and Moral Behavior in the Criminal Justice System**  
*Prerequisites: None*

This advanced course in ethics and moral behavior discusses, examines, considers, and critiques the various facets of justice, crime, and ethics within the criminal justice system. A major emphasis will be placed on the theoretical foundations of ethics as they apply to the fields of criminal justice practice. Students will examine the diverse values and ethical dilemmas that arise in law enforcement, the courts and corrections. In addition, we will explore the same concerns in the formulation of crime control policies at the federal, state, and local levels. 4 quarter hours

**MCJ6001  Criminal Justice Administration**  
*Prerequisites: None*

A critical examination of theories, concepts, and principles concerned with organizational behavior and functions of personnel administration with special attention paid to criminal justice applications. More specifically, how these concepts may be practically applied to administrative and managerial practices in criminal justice organizations. 4 quarter hours

**MCJ6002  Juvenile Justice Administration**  
*Prerequisite: CRJ 3003 or equivalent*

This class will provide an assessment of the current policies and practices of agencies that process youthful offenders. Students will examine, discuss and critique the underlying philosophy, procedures, and administration of the juvenile justice system. Major concerns will center on the effectiveness of the contemporary juvenile court, including an assessment of the policies and practices of agencies involved in processing youthful offenders through the juvenile court system. Student discussions will relate these issues to current and developing public policy. 4 quarter hours

**MCJ6003  Criminological Theory**  
*Prerequisites: None*

This course provides a comprehensive analysis of major classical and current criminological perspectives including social, behavioral and bio-
chemical theories of crime. Particular attention is given to sociological constructions of criminality. 4 quarter hours

MCJ6004 Criminal Justice Planning and Innovation
Prerequisites: None
This course discusses the application of planning theory and techniques to the criminal justice system as well as to agency-specific problems. The class emphasizes problem identification, goal-setting, forecasting, and the selection of alternative courses of action. Students become familiar with computerized data analysis and case study simulation in order to illustrate suitable planning techniques as well as pitfalls that can be avoided by implementing such techniques. 4 quarter hours

MCJ6401 Critical/Controversial Issues: Law Enforcement
Prerequisites: None
This course focuses upon contemporary critical and controversial issues confronting law enforcement organizations. Discussions may include such topics as police functions; discovery of crime; gender, sexual orientation and/or race-ethnicity issues; the changing role of the police; police training and abuse of authority; local, State and Federal interagency relations; domestic terrorism; police/media relations; police/community relations; civil liability; hazards of policing; and, progressive changes in law enforcement. 4 quarter hours

MCJ6402 Critical/Controversial Issues: Corrections
Prerequisites: None
This course presents an incisive discussion of diverse issues in corrections today by examining contemporary challenges facing corrections, such as the realities of prison life, the courts and corrections, the rehabilitation debate, and corrections in the community. Discussions will also include a critical overview of problems and issues confronting contemporary correctional institutions such as AIDS in prison, prison gangs, aging populations, physical and mental disabilities, women in prison, privatization, professionalism among correctional officers, and the use of technology and community rehabilitative options. 4 quarter hours

MCJ6403 Special Topics in Criminal Justice Organizational Management
Prerequisites: MCJ 6001 & MCJ 5002
This course presents an in-depth analysis of the latest professional literature in criminal justice organizational management. The course emphasizes interrelationships among law enforcement, law/courts, corrections and juvenile justice components of the criminal justice system. Discussions will challenge current and prospective practitioners to come face to face with critical issues confronting today’s criminal justice agency administrators and staffs. 4 quarter hours

MCJ6404 Political Terrorism
Prerequisites: None
This course presents an overview
of the characteristics and causes of terrorism emerging in the 21st century. Students are exposed to the emergence of modern terrorism from several different areas of the world as well as an analysis from a criminal justice perspective of terror movements affecting the United States. Relevant issues include domestic terrorism undertaken for political purposes in liberal states, state-sponsored international and domestic terrorism, and the dilemmas of counterterrorism in a democracy.

4 quarter hours

MCJ6405 Organizational Leadership
Prerequisites: None
This course provides a survey overview of the major theories and research on leadership and managerial effectiveness in formal organizations with practical suggestions for improving leadership skills. Students will focus on the practical and theoretical applications of charismatic and transformational leadership, creating and communicating vision and values, inspiring others to act, risk management, empowerment, building trust and teamwork, mentoring, managing change, and converting crisis into opportunity.

4 quarter hours

MCJ6410 Legal Issues in Criminal Justice
Prerequisites: None
Using case law, this course examines a variety of legal issues critical to a thorough understanding of the various aspects of the criminal justice system. Case briefs in this course provide accurate and concise coverage of topics of vital importance to criminal justice managers and personnel including: law enforcement, prison law, probation, parole, the death penalty, juvenile justice, and sentencing mandates.

4 quarter hours

MGT2037 Principles of Management
Prerequisites: None
The latest major approaches and techniques of management are studied, including planning, systems management, new organizational concepts, computer influence, controlling, and quantitative measurement.

4 quarter hours

MGT3045 Human Resources Management
Prerequisites: MGT2037
This course represents a realistic study of the principles and practices of personnel management, major factors in personnel problems and labor relations, and the organization of personnel work. Attention is also given to the task of procuring, developing, maintaining, and using an effective team.

4 quarter hours

MGT3050 Organizational Change Management
Prerequisites: MGT2037, BUS3002
The methods and processes of planned change are examined. This course will emphasize design and implementation of continuous improvement systems and issues related to
constant change. Change models are examined and students are given opportunities to apply these models to case studies and scenarios. Students are given the skills and tools to facilitate organizational change processes in organizations. 4 quarter hours

**MGT4027 Global Business Management**  
*Prerequisites: ECO2072, ECO2071*

Students study characteristics of international management and the bases for business among countries. Different perspectives on organizational behavior, human resource management, management styles and the practical aspects of international management are discussed. Business in the international environment is interpreted from a strategic management and marketing perspective that yields practical guidance concerning the management of firms and social responsibility. 4 quarter hours

**MGT4054 Small Business Management**  
*Prerequisites: MGT2037, MKT3009, FIN2005*

In this course, students study the special problems of initiating and managing a small business. The course integrates the functions of finance, marketing and management and stresses the special discipline and characteristics required of the small business entrepreneur. 4 quarter hours

**MGT4058 Operations Management**  
*Prerequisite: MGT2037*

This course focuses on the production and operations component of business. Topics include forecasting of demand, capacity and location planning, inventory management, scheduling of jobs and projects, and quality assurance and control. 4 quarter hours

**MGT4070 Strategic Management (Capstone Course)**  
*Prerequisites: Sr. Standing, All Core courses successfully completed with a grade of “C” or better.*

This capstone course is intended to integrate subject matter from more specialized business courses and related areas of study to help students develop conceptual skills needed in management. Major topics include the development of organizational strategy, decision making within a strategic framework, the planning process, formulation of objectives and policies, and the management of change. Use of the case method will draw significantly on students’ prior management study and experience. 4 quarter hours

**MGT4101 Strategic Cost Management**  
*Prerequisite: ACC1003*

This course introduces the planning and control aspects of internal accounting. Topics include, cost systems, cost behavior, direct costing, capital budgeting, decentralized operations, relevant costs, budgets, differential costs, and variance analysis. 4 quarter hours
MHC6301  Healthcare Structure, Organization, and Governance  
*Prerequisites: Core Courses*  
This course examines the way healthcare organizations are structured, organized, and governed to achieve optimum performance. Explores the various sub-systems of healthcare delivery and the way in which these interrelate in the marketplace. 4 quarter hours

MHC6302  Public Health Organization and Management  
*Prerequisites: Core Courses*  
This course examines the assessment and understanding of the health status of populations, determinants of health and illness, and health risks and behaviors in diverse populations. It also reviews federal and state emergency management procedures and services with lessons learned from recent national and foreign disasters. 4 quarter hours

MHC6303  Financial Management of Healthcare Organizations  
*Prerequisites: Core Courses*  
This course examines budgeting, reimbursement, financial planning, capital planning, financial statement analysis, and financial decision making in healthcare organizations. 4 quarter hours

MHC6304  Quality Performance and Management  
*Prerequisites: Core Courses*  
This course examines the quality assessment of both business practices and healthcare delivery focusing on outcome measurements, process/outcome relationships, and methods for process improvement. Quality management tools and techniques are reviewed with a focus on patient safety, clinical quality, care outcomes, and cost benefit analysis in patient care. 4 quarter hours

MHC6305  Health Policy  
*Prerequisites: Core Courses*  
This course examines the formulation, implementation, and evaluation of government health policy both at the state and federal levels, and the manner in which public, private, and social forces influence the politics of healthcare, shape the system, and impact healthcare providers. 4 quarter hours

MHC6306  Case Studies in Healthcare Administration  
*Prerequisites: Core Courses*  
Through the application of cases in health care administration, students are provided an opportunity to draw upon and apply material covered throughout the program of study and to demonstrate skills in continuous learning through information access, synthesis and use in critical thinking. 4 quarter hours

MIS3101  Applications of Management Information Systems  
*Prerequisite: ITS1101*  
The course provides an introduction to applications of business modeling such as entity relationship diagrams and data-flow diagrams. This
course emphasizes application of management information system tools to support modeling. 4 quarter hours

**MKT3009 Principles of Marketing**

*Prerequisites: None*

This course provides a study of marketing and the business environment, the source and application of marketing information, product development and distribution, promotional strategies and pricing decisions as well as overall marketing strategy. 4 quarter hours

**MKT4102 Consumer Behavior and Marketing Research**

*Prerequisite: MKT3009*

Examines the psychological and sociological factors that influence consumption and decision-making. Studies the practical implications of consumer attitudes and behavior for such marketing activities as merchandising, market research, distribution, product development, pricing, branding, and e-commerce. Students are also exposed to applications of traditional and electronic media procedures and theories involved in solving marketing problems related to customer and competitive intelligence and marketing information systems. 4 quarter hours

**MKT4103 Marketing, Sales, and Channel Management**

*Prerequisite: MKT3009*

Develops an understanding of the marketing, sales and channel management functions in organizations. An awareness of the interrelated nature of these functions is developed. Students are given an opportunity to examine the nature of this interdependency through simulations, case studies, and experiments. Through these activities, students will explore the strategic and operational aspects of marketing, sales, and channel functions. Students will also explore methods of maintaining relationships between firms and their channel partners including, strategic channel design, channel evaluation, and managing marketing, sales and channels for competitive advantage. 4 quarter hours

**MKT4104 Retail Marketing**

*Prerequisite: MKT3009*

Designed to present and integrate basic principles in decision areas such as location, layout, organization, personnel, merchandise control, pricing, sales promotion, traditional and e-commerce marketing strategies and channel development considerations. Focuses on strategic management and marketing perspective of retail merchandising. 4 quarter hours

**MKT4105 Services Marketing**

*Prerequisite: MKT3009*

The applications of marketing principles are applied to the service sector. This course focuses on customer demand for assessment of services, the employee/ customer interface, service operation management, services marketing mix, and development of marketing plans for service organizations. Students will also develop
service quality measures, analyze cross-function issues between marketing and operations. 4 quarter hours

**NSG3001 Introduction to the Profession of Nursing**
This course introduces professional nursing as a discipline-based profession, centered in the art of caring and integrating principles of holism in its foundation of service. Topics discussed include evolution and philosophy of nursing, theoretical foundations of practice, legal and ethical issues, healthcare delivery systems, finance and health care policy. Students are introduced to critical thinking, the nursing process and documentation. Students learn the unique contribution of nursing to society. The health-illness continuum, health promotion, basic human needs, therapeutic communication and nurse-client interactions are explored, including the interdisciplinary team approach. 4 quarter hours

**NSG3005 Transition into Professional Nursing for RN’s**
This course introduces the student to the rationale and values of baccalaureate nursing practice. Students select, research, analyze and evaluate current issues affecting the nursing profession. The student explores the meaning and implications of the five integral components of the nursing profession: Caring, Communication, Critical Thinking, Professionalism and Holism. 4 quarter hours

**NSG3009 Principles of Assessment**
This course introduces the beginning level nursing student to a systems approach to physical assessment. Each physiological system will be studied with inclusion of normal or expected findings as well as abnormal or pathological findings. A lifespan approach and an end of course integration toward a comprehensive holistic assessment of person will be included. Therapeutic communication skills and cultural diversity issues are integrated. 4 quarter hours

**NSG3011 Principles of Assessment Lab**
This laboratory course is designed to provide the student with practical application of NSG3009. Students will be expected to integrate all components of assessment to perform comprehensive holistic assessments. Students practice interviewing skills, obtain health histories, and perform physical assessments. Satisfactory performance of all assessment skills is necessary for successful completion of the course. 4 quarter hours

**NSG3012 Principles of Assessment for the Registered Nurse**
This course builds on the physical assessment skills of the registered nurse. The course takes a systems approach to physical assessment and includes both normal and abnormal findings. Students will complete and document a health history and physical assessment. 4 quarter hours
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NSG3014 Critical Reading, Studying and Thinking in Nursing

Designed to equip nursing students with the active learning skills needed to excel in the nursing education program, emphasis will be on critical reading, self management and complex knowledge acquisition as well as development and application of critical thinking to actual material students will be studying. Concrete strategies for preparing for and taking tests will be included. 2 quarter hours

NSG3016 Caring for a Multicultural Society

This course will focus on ways to assist the nurse to provide holistic care in a multicultural society. Theories related to culture and caring, holism and spirituality will be used as a foundation for understanding our multicultural world. Specific cultural practices, beliefs and issues affecting the health of persons and communities will be studied. Future directions of transcultural nursing are discussed with worldwide perspectives of different cultures and subcultures. 2 quarter hours

NSG3022 Pharmacotherapeutics I

This course addresses the basic principles of pharmacology and studies drugs using a pharmacotherapeutics approach. The course will focus on the major pharmacological classifications and will utilize a prototype approach. Current pharmacological principles, therapeutic effect, drug interactions, and side effects are emphasized. Drugs that affect neurological, cardiovascular, fluid and electrolyte, and hematological balance are included. 3 quarter hours

NSG3023 Fundamentals of Nursing

This course focuses on holistic caring for basic human needs. Strategies to promote health and well being are identified for inclusion into the care of the person. Also included is the care of persons with special needs including clients with immobility problems, skin integrity and wound problems, sensory alterations, the surgical client, elders and those requiring extended care. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 3 quarter hours

NSG3024 Fundamentals of Nursing Skills Lab

This laboratory course is designed to provide the student with practical application of NSG3024. Students are expected to prepare for each class session by reading or completing all assigned materials in advance. This class concentrates on psychomotor performance. Students will practice skills until proficient. Practice sessions may involve class partners and laboratory manikins and a variety of supplies and equipment. Students must satisfactorily perform all assigned skills to successfully complete the course. 4 quarter hours
NSG3027 Fundamentals of Nursing Practice

This first clinical course is designed to provide the student with practical application of NSG3023 and NSG3024 and to assist the beginning level student to become grounded in caring for elders and persons requiring long term care. This course will be conducted in extended care facilities where students will focus on the skills of communication, assessment, and assisting residents with personal hygiene, feeding and mobility. Skills requiring sterile technique such as wound care and catheterization will be integrated after these skills have been successfully completed in NSG3024. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG3028 Caring for the Community

This course focuses on the role of the nurse in the community and in public health. The community and public health focus includes caring for people in the home, school, workplace, health department, as well as various agencies. Content focuses on the environment, epidemiological issues, and vulnerable populations across the life-span, communicable disease, and health promotion. Perspectives on health care and community oriented nursing, influences on healthcare delivery, and conceptual and scientific approach applied to community oriented nursing are also emphasized. The principles of professional nursing care to culturally diverse individuals, families and groups are integrated throughout the health-illness continuum. 4 quarter hours

NSG3032 Pharmacotherapeutics II

A continuation of NSG3022, this course addresses the basic principles of pharmacology and uses a pharmacotherapeutic focus to study drugs. The course will focus on the major pharmacological classifications and will utilize a prototype approach. Current pharmacological principles, therapeutic effect, drug interactions, and side effects are emphasized. Content includes drugs that are used in the treatment of endocrine, reproductive, respiratory, gastrointestinal, bone and joint, cancer, immunologic, inflammatory and infectious disorders. 3 quarter hours

NSG3033 Caring for Adults I

This course serves as the foundational course in caring for adults with health alterations. This unit of study will concentrate on adults experiencing cardiovascular, respiratory, gastrointestinal, endocrine, hematological, immunological and oncological disorders. Concepts of pathophysiology, pharmacotherapeutics, and holistic assessment will be integrated throughout the course to promote assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues)
and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 
5 quarter hours

**NSG3034 Caring for Adults I – Practice**
This clinical practice course is designed to provide the student with application of theoretical content from NSG3033. Students, utilizing therapeutic communication, provide nursing care for adults experiencing health problems. The clinical focus will be related to adults experiencing cardiovascular, pulmonary, gastrointestinal, endocrine, cancer, immunological and hematological disorders. Emphasis is placed on the various nursing roles used to implement care and meet the needs of ill adults and their families. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

**NSG3036 Introduction to Nursing Research**
Students are introduced to concepts, issues and processes in nursing research and its application to practice. Emphasis is placed on the review, analysis, evaluation, and application of current nursing research. Selected research studies are critiqued. 3 quarter hours

**NSG3042 Caring for Women and Neonates**
This course provides the student with a foundation for caring for women and neonates. Emphasis is on caring for women before, during and after childbirth. Caring for the neonate is also addressed. Traditional and non-traditional treatments and management of women’s health issues are explored. Students will critically examine contemporary issues and concerns in gynecological and reproductive health care. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 4 quarter hours

**NSG3043 Caring for Women and Neonates – Practice**
This course is designed to provide the student with clinical application of NSG3042. Clinical experiences are provided in acute care settings including maternity services and newborn nursery and neonatal intensive care settings. Selected community experiences will also be included. Students utilize critical thinking skills in application of the nursing process in the care of neonates and women. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

**NSG3044 Caring for Adults II**
This course concentrates on caring for adults with sensory, integumentary
and neurological disorders. Concepts of pathophysiology, pharmacotherapeutics, and holistic assessment will be integrated throughout the course to promote critical thinking and assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG3045 Caring for Adults II – Practice

This clinical practice course is designed to provide the student with application of theoretical content from NSG3044. Utilizing supervised acute, rehabilitative and community-based clinical experiences provides nursing care practice for adults and geriatric adults experiencing health problems primarily in the areas of neurology, integumentary and sensory disorders. Emphasis is placed on utilizing the nursing process to provide holistic care for a culturally diverse population. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. Students develop increased nursing skills, including problem solving and decision making, as they work toward becoming independent. 3 quarter hours

NSG4028 Concepts of Teaching and Learning

This course gives the registered nurse the opportunity to enhance his/her patient teaching skills and develop skills for staff education. Principles of learning, teaching strategies, communication and preparation of continuing education programs will be included. Considerations for teaching and learning with a diverse population will be explored. 4 quarter hours

NSG4029 Leadership in a Diverse Society

This course prepares the registered nurse, not only for a professional leadership role, but will enhance his/her ability to work with professionals of other cultures. This course emphasizes professional leadership while assisting to develop specialized nursing management skills. 4 quarter hours

NSG4045 Health Promotion Across the Life Span (elective)

This course prepares the student to practice holistic health promotion across the life span. Content includes assessment and planning care for individuals and, families. Special emphasis will be placed on personal health promotion strategies. 4 quarter hours

NSG4050 Caring for Children

This course provides an understanding of the health care needs of children from birth to adolescence. Caring for the child and the family are addressed using the framework of holism. Health promotion, acute and chronic health concerns and injury prevention are addressed with integra-
tion of child growth and development issues. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 4 quarter hours

NSG4051 Caring for Children – Practice
This course is designed to provide the student with the clinical application of NSG4050. Supervised clinical experience takes place with children of various ages both in acute care and community settings. Students will learn to care for children within the framework of holism and caring. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG4052 Caring for Adults III
This course concentrates on caring for adults with male reproductive, renal and urological and musculoskeletal disorders. Concepts of pathophysiology, pharmaco-therapeutics, and holistic assessment will be integrated throughout the course to promote assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG4053 Caring for Adults III – Practice
This course is designed to provide the student with clinical application of theoretical content from NSG4052. This practicum offers students opportunities to provide supervised care for a culturally diverse adult population in acute care and home health settings with health care problems related to movement and coordination, urinary function and male reproductive disorders. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 3 quarter hours

NSG4055 Illness and Disease Management Across the Life Span
This course focuses on the experience of illness and chronicity. The student will apply concepts of health maintenance and restoration to individuals, families and aggregates. Strategies to increase the quality of life and minimize complications will be addressed. 4 quarter hours

NSG4060 Caring for Adults IV
This course concentrates on caring for critically ill adults. Content includes caring for patients with multiple trauma, shock, dysrhythmias, respiratory failure, Multiple Organ Failure, emergency and critical care. The challenge of holistic caring in high technology environments is addressed. Concepts of pathophysiology, pharmaco-therapeutics, and holistic assessment
are integrated throughout the course to promote assimilation of learning. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 2 quarter hours

NSG4061 Caring for Adults IV – Practice
This course is designed to provide the student with clinical application of theoretical content from NSG4060. This clinical practice offers students opportunities to provide supervised care for a culturally diverse adult population in critical/emergency acute care and home health hospice settings with health care problems related to multiple system failures. Experiences include providing supervised nursing care within the critical care units, emergency room, PACU, and home Hospice visits. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 3 quarter hours

NSG4062 Caring for Persons with Psychiatric/Mental Health Problems
This course provides the essential theoretical content for the performance of the professional mental health/psychiatric nurse. The conceptual framework of mental health/mental disorders is integrated in caring for culturally diverse individuals, families, and groups throughout the health-illness continuum. Students will be introduced to psychiatric disorders, treatment modalities, and contemporary issues that affect persons with mental health/psychiatric problems. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. Emphasis will be placed on therapeutic communication. 4 quarter hours

NSG4063 Caring for Persons with Psychiatric/Mental Health Problems – Practice
Designed to provide the student with application of NSG4062, this clinical practice takes place in both in-patient psychiatric facilities and outpatient community settings utilizing the nursing process as well as critical thinking in caring for individuals experiencing specific psychiatric disorders. Group dynamics, treatment modalities, and strategies for prevention of mental illness are practiced. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

NSG4064 Financial Management for Nurses
This course explores nursing finance and budgeting issues. The course includes an overview of the
health care system, ethics, leadership and budgeting strategies. The use of information technology is examined. 4 quarter hours

NSG4065 Complementary and Alternative Methods in Nursing (elective)
This course explores complementary and alternative methods of healing. Principles of psychophiology of healing are discussed. Alternative therapies such as energy healing, imagery and music therapy are examined. 4 quarter hours

NSG4066 Palliative Care (elective)
In this course the student explores concepts and issues in end of life care. Students learn strategies to give optimum end of life care to the individual and the family. Symptom management, legal/ethical consideration, grief and death are covered. 4 quarter hours

NSG4067 Gerontological Nursing (elective)
This course focuses on the care of the older adult. Pathophysiology of normal aging and common ailments will be discussed. The course examines the older adult in the community, long term care and acute care. 4 quarter hours

NSG4070 Legal and Ethical Issues in Nursing
This course analyzes professional ethical and legal issues with the ensuing nursing dilemmas integrating the factors of professional laws/standards, personal ethical stance, social, spiritual, transcultural, economic, institutional and political climate. Legal and ethical practice issues will be reviewed. Emphasis is given to the resolution of ethical dilemmas through ethical reasoning and ethical and legal obligations in professional patient relationships. 2 quarter hours

NSG4071 Transition into Professional Nursing
This course is designed to assist the student in making the transition into professional practice. Students select, research, analyze and evaluate current issues affecting the nursing profession. The course explores selected topics involving socio-economics of the healthcare environment, organizational structure and culture, healthcare delivery systems and the impact of political issues on the profession of nursing. Professional roles & responsibilities in leadership, management, consumer advocacy and a commitment to life-long learning and professional growth are reinforced. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 6 quarter hours

NSG4072 Transition into Professional Nursing Preceptorship
This course is designed to provide the student under the direction of the clinical faculty with a concentrated select nursing practice experience in a preceptorship arrangement with a des-
ignated Registered Nurse Preceptor. Students will receive 160 hours in the clinical setting. The student will gradually assume increased levels of clinical responsibilities as they transition from entry into practice. Components of Professionalism (competency, legal, ethical, political and economic issues) and Critical Thinking are incorporated throughout this course to enable students to integrate theory and practice. 5 quarter hours

**NSG4075 Holistic Professional Nursing**

This course allows the student to develop and initiate a plan of care for aggregates in the community. The plan will include concepts discussed throughout the curriculum. The student will practice roles of provider of care, designer/manager/coordinator of care and member of a profession. 6 quarter hours

**NSG5001 Role of the Nurse Educator**

*Prerequisites: None*

This course introduces the learner to nurse educator roles in academic settings, staff development, and community education within a caring framework. The content helps the learner transition from clinical expert to educator. 4 quarter hours

**NSG5002 Advanced Theoretical Perspectives for Nursing**

*Prerequisites: None*

This course allows the learner to explore nursing and related theories. The learner will use critical thinking to synthesize the content to improve clinical and teaching outcomes. 4 quarter hours

**NSG5003 Advanced Pathophysiology**

*Prerequisites: None*

This course I examines common pathological conditions of the human. Pharmacologic, medical, and nursing interventions are included. 4 quarter hours

**NSG6001 Advanced Nursing Practice I**

*Prerequisites: NSG 5001, NSG 5002, NSG 5003*

In this course the learner synthesizes content from physiology and nursing treatment modalities in order to develop expertise in nursing and collaborative practice. This course focuses on common health problems of the adult. 4 quarter hours

**NSG6002 Advanced Nursing Practice II**

*Prerequisites: NSG 5001, NSG 5002, NSG 5003*

In this course the learner synthesizes content from physiology and nursing treatment modalities in order to develop expertise is nursing and collaborative practice. This course focuses on the goals of Healthy People 2010. 4 quarter hours

**NSG6003 Teaching and Learning Strategies in Nursing**

*Prerequisites: NSG 5001, NSG 5002, NSG 5003*

This course provides content to
assess and motivate learners. Classroom, clinical, simulation and other technology methods are addressed. The emphasis is on developing the creativity of the nurse educator. 4 quarter hours

**NSG6101 Nursing Research Methods**

*Prerequisites: NSG 5001, NSG 5002, Recommended: Research Statistics*

This course prepares the learner to evaluate, utilize, and initiate health care research. The course includes content relevant to communicating research in written and oral form. Content from Research Statistics will be applied. 4 quarter hours

**NSG6102 Evaluation of Educational Outcomes in Nursing**

*Prerequisites: NSG 5001, NSG 5002, Recommended: Research Statistics*

This course covers content relevant to testing and evaluating learners in classrooms, skills labs, and clinical practice settings. Content includes test construction and design; performance based assessment, assessment of critical thinking and standardized testing. 4 quarter hours

**NSG6103 Curriculum Design & Evaluation in Nursing Education**

*Prerequisites: NSG 5001, NSG 5002, NSG 6003*

This course prepares the learner to design, examine, revise, and evaluate nursing curriculum. Connecting nursing curricula content to philosophy, objectives, and outcomes will be analyzed. 4 quarter hours

**NSG6201 Practicum in Nursing Education I**

*Prerequisites: All nursing courses, except Practicum in Nursing Education 2, and Research Project*

In this course the learner enacts the role of the nurse educator. Content includes both didactic and clinical teaching experiences. This course involves obtaining a local mentor and practicing the role of the classroom nurse educator. The learner synthesizes caring and wholism into teaching experiences. Online time is used to analyze and evaluate this experience. 4 quarter hours

**NSG6202 Practicum in Nursing Education II**

*Prerequisites: All nursing courses, except Research Project*

This course gives the learner the opportunity to choose an area of nursing education. The learner will obtain a local mentor and enact the role of the chosen nurse educator. The learner will synthesize the 5 pillars of caring, communication, critical thinking, professionalism, and wholism into clinical teaching experience. 4 quarter hours

**NSG6999 Graduate Project in Nursing Education**

*Prerequisites: All nursing courses*

The research project course is a cumulative experience where students demonstrate the integration of research, practice and theory via a scholarly research based project proposal. This course will run concurrent with NSG6201 and NSG6202. 4 quarter hours
NUT2050  Nutrition
This course surveys the principles necessary to promote optimum nutrition throughout the life cycle. Consideration is given to informed evaluation of areas of controversy, as well as influences of socioeconomic factors and culture on nutritional practices. 4 quarter hours

PAS5101  Medical Interviewing and Documentation
This course is designed to introduce students to the art of medical communication. This encompasses the skills of medical interviewing and other forms of communication with patients, their families, and their caregivers. Students will learn the components of a complete medical history. In addition, they will learn interviewing skills that will allow them to efficiently elicit a patient history in an accurate and empathetic manner. Students will be exposed to some of the most common theoretical models that explain and guide medical communication. Students will also learn how to properly document medical interviews and other patient encounters. 2 quarter hours

PAS 5105  Epidemiology and Biostatistics
This course provides a broad overview to familiarize Physician Assistant students with the basic concepts of public health and preventative medicine. Epidemiological concepts include the distribution, prevalence, causation, mode of transmission, dissemination, control, and preventative countermeasures of infectious and non-communicable diseases; and environmental occupational, behavioral, and chronic disabling conditions. Students are introduced to approaches to evaluate the validity of research data and the content of articles that appear in the medical literature. 3 quarter hours

PAS 5110  Physical Assessment I
This introductory course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision making skills needed to assess adult patients' mental and physical status. Assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral and written form. This course explores the comprehensive physical examination of the relevant regions and systems of the skin, head, neck, neurologic system, thorax and lungs. Demonstrations and practical laboratory application reinforce the PA’s ability to perform a comprehensive physical examination. 3 quarter hours

PAS5111  Physical Assessment II
This course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision making skills
needed to assess adult patients' mental and physical status. Assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral & written form. This course explores the comprehensive physical examination of the relevant regions and systems of the chest, heart, musculoskeletal system, abdominal exam and genitourinary systems. Demonstrations and practical laboratory application reinforce the PA's ability to perform a comprehensive physical examination. 3 quarter hours

PAS 5124 Essentials of Behavioral Medicine
This course will examine a most significant power of a health care provider to act as a behavioral change agent and a catalyst for patients to modify a variety of self-injurious lifestyles or habits. A health care provider, such as a PA, has the capacity to assist patients to make such changes not through technologic expertise, but in his/her ability to educate patients in daily healthy living. Through the use of lecture on the principles of behavioral science, and patient case studies, this course also explores how a PA may appropriately assess human sexuality and normal and abnormal human behavior including common psychiatric disorders. 3 quarter hours

PAS 5125 Medical Anatomy and Physiology I
Medical Anatomy and Physiology I is the first course of a two quarter sequence in which the student will build upon information learned in the basic anatomy and physiology prerequisite courses. General review of all anatomic and physiologic concepts and systems will be undertaken. Class sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on cellular and sub-cellular mechanisms of normal function. Introductory information will be provided as to clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. A clinical application lab will correspond to the lecture course. 4 quarter hours

PAS 5126 Medical Anatomy and Physiology II
Medical Anatomy and Physiology II is the final course of a two quarter sequence in which the student will build upon information learned in the basic anatomy and physiology prerequisite courses. General review of all anatomic and physiologic concepts and systems will be undertaken. Class sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on cellular and sub-cellular mechanisms of normal function. Introductory information will be provided as to clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. A clinical application lab will correspond to the lecture course. 4 quarter hours
PAS 5130  Diagnostic Methods
The purpose of this course is to provide a comprehensive overview of three basic diagnostic methods and treatments (ECG, radiology & ACLS). The course provides a comprehensive overview of electrocardiography with a focus on recognition of abnormalities, emphasizing the electrical system of the heart, enabling the student to identify normal/abnormal wave shape of 12-lead EKGs using a systematic approach to ECG analysis. The course also explores the characteristics of the hexaxial system, wave shape distortion, and patterns of aberrant conduction. The second component of this course aims to prepare the student to provide the best care possible for the most dramatic and emotional moment of a person’s life. The course presents a systematic approach to treat a desperately ill patient experiencing a cardiopulmonary emergency or sudden death. The curriculum provides instruction in evaluation and management of life-threatening situations. The third component of the course focuses on radiologic imaging designed to assist Physician Assistant students to understand, appropriately select, and correctly interpret the many imaging modalities and techniques currently available for examination of patients. 4 quarter hours

PAS 5135  Laboratory Diagnostics
The analytical procedures discussed in this course reflect the most recent or commonly performed techniques in the clinical laboratory. Clinical chemistry principles, ordering and interpretation of diagnostics tests, procedures, and correlations are discussed to provide information for appropriate clinical intervention. 3 quarter hours

PAS 5138  Fundamentals of Surgery
This course is designed to provide the Physician Assistant with an early introduction to and participation in the many new surgical techniques that are available, understandable, and safe. Suturing, anesthesia, major and minor surgery specific to various body regions are discussed. New innovations in chemotherapy, laser therapy, and laparoscopic techniques are evaluated. Pre and post operative evaluation and care of the patient are integrated into this course. Surgical pro-

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PAS 5146 Clinical Skills

The purpose of this course is to provide students fundamental concepts and skills required to perform multiple clinical procedures. Students will receive knowledge of key indications, contraindications, risks, and benefits of basic procedural skills often performed in various practice settings. The laboratory environment will provide students an opportunity to perform and practice these skills and procedures. Course offerings will include workshops and seminars in addition to defined lecture times. Skills will include injections, suturing techniques, intravenous therapy, joint injection and aspiration and others. 2 quarter hours

PAS 5150 Research Methodology

The purpose of this course is to provide an introduction to research and manuscript writing for the graduate student in physician assistant studies. The course includes a study of perspectives, tools, nomenclature, and processes of research methodology. Statistical methods and procedures associated with various research paradigms will be central to the course. 1 quarter hour

PAS 5165 Orthopedics & the Physically Challenged Patient

This course covers the general approach to the orthopedic and physically challenged patient to include anatomy & physiology of the skeletal system, review of the physical examination, signs and symptoms, differential diagnosis, treatment and associated complications. Providing medical care to this nation’s estimated 40 million physically disabled citizens is incumbent on every individual in the health care team. PAs should have a basic understanding of the medical needs of the physically challenged patient. The topics discussed in this course include children and adults who have disabilities such as amputation; arthritis; fractures; hemiplegia, paraplegia, and quadriplegia; pulmonary, neuromuscular, and vascular diseases; sports injuries; and other less disabling condition. The goal is to assist physically challenged patients in achieving their maximum physical, psychosocial, and vocational potential. 5 quarter hours

PAS5170 Professional Seminar I

This course presents an introduction/overview of the Physician Assistant (PA) profession. Emphasis is placed upon the inception, history, and evolution of the PA profession throughout the fields of medicine and surgery; PA relationships with the supervising physician, the patient; responsibilities including the concepts of privilege, confidentiality and informed consent. This course will also explore a broad spectrum of patient types which the physician assistant will be providing care for in practice. Age, culture, language, lifestyle, and religion all have considerable impact on how patients

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access and respond to health care services. In addition, the physician assistant student’s own background and beliefs will form the basis of their attitudes and behaviors. 3 quarter hours

PAS5171  Professional Seminar II

This is the second seminar in a series of two which addresses a variety of topics in physician assistant professional development. The course will cover Complementary and Alternative Forms of Healthcare and Medicine; to include mainstream adjuncts such as Physical Therapy, Nutrition, and Speech Therapy as well as Herbal and Cultural traditions. The learner will be able to identify and discuss a variety of therapeutic interventions based on patient information and preferences. The student will also explore Media and Medicine Topics to include the following: Health Literacy, Reliability of Information, Advertising and Health Care, Printed Material and Health Information, Video/Television/Movies and Health Care, Patient Education, licensing, hospital credentials/liability, malpractice insurance and building an individual portfolios. 3 quarter hours

PAS 5175  Issues in Contemporary Medicine I

This course summarizes the overall philosophy and skills inherent to the Physician Assistant’s ability to practice medicine. Through an eclectic and a diverse content, the Physician Assistant student will achieve an overall perspective of the goals of medicine. A variety of subjects in medical ethics and special topics will be discussed that will allow students to integrate multiple facets of the didactic phase into all aspects of clinical practice. 2 quarter hours.

PAS5180  Clinical Medicine & Pharmacotherapeutics I

This course is the first in a three course sequence. The course is designed to teach students clinical medicine in an integrated and multidisciplinary approach. The course will be primarily lecture based. Lectures will be done in system based sequences. This course will include an overview of the scientific principles of clinical pharmacology. Medical Genetics will be introduced as well. The sequences will discuss pathophysiologic mechanisms of disease, clinical presentation of disease, and approach to diagnosis of disease. In most system sequences, therapeutic specific lectures will be included to cover an in-depth discussion of the pharmacology and use of various agents used in the management of disease. An understanding of the actions, reactions, and toxicology of the various pharmacologic agents will be emphasized. Topics to be covered include hematology, dermatology, ophthalmology, otolaryngology, pulmonology, and cardiology. 8 quarter hours

PAS5181  Clinical Medicine & Pharmacotherapeutics II

This course is the second in a four course sequence. The course is
designed to teach students clinical medicine in an integrated and multidisciplinary approach. The course will be primarily lecture based. Lectures will be done in system based sequences. The sequences will discuss pathophysiologic mechanisms of disease, clinical presentation of disease, approach to diagnosis and management of diseases. In most system sequences, therapeutic specific lectures will be included to cover an in-depth discussion of the pharmacology and use of various agents used in the management of disease. An understanding of the actions, reactions, and toxicology of the various pharmacologic agents will be emphasized. Topics to be covered include neurology, oncology, infectious disease, rheumatology, and introduction to medical genetics. 8 quarter hours

PAS5182 Clinical Medicine & Pharmacotherapeutics IV
This course is the third in a four course sequence. The course is designed to teach students clinical medicine in an integrated and multidisciplinary approach. The course will be primarily lecture based. The course will be divided into two primary subject areas being Obstetrics/Gynecology and Pediatrics. The lecture presentations will be similar to those in previous courses. The OB/GYN sequence will address normal gynecology, disorders of the female reproductive system, normal pregnancy and disorders seen in pregnancy and partition. The Pediatrics portion of this course will present a system based approach to common disorders seen in pediatric patients. Lectures focused on disease states will address pathophysiologic mechanisms of disease, clinical presentation of disease, approach to diagnosis and management of disease. In some of the lecture sequences, therapeutic specific lectures will be included to cover an in-depth discussion of the pharmacology and use of various agents used in the management of disease. An understanding of the actions, reactions, and toxicology of
the various pharmacologic agents will be emphasized. 8 quarter hours

PAS5190 Essentials of Emergency Medicine
This course explores various types of medical and surgical conditions that present to a modern day emergency department and prepares the Physician Assistant student to evaluate, treat, and monitor such conditions. The increased use by patients of emergency departments for ambulatory and primary care is discussed, and students are provided mechanisms to evaluate resources that are needed and available to provide appropriate ambulatory, emergency, and tertiary care services in a hospital setting. A generalist approach to providing emergency care along with injury prevention is explored. 4 quarter hours

PAS5225 Medical Anatomy and Physiology I Lab
Medical Anatomy and Physiology I Lab is the first course of a two quarter sequence in which the student will build upon information gained in the Medical Anatomy and Physiology lecture. General review of all anatomic and physiologic concepts will be undertaken. Lab sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on the specific body systems and aspects of normal function. Introductory information will be provided for clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. This clinical lab application will correspond to the lecture course. 1 quarter hour

PAS5199 Independent Study I
This is a course in independent studies for students who may need formative remediation throughout the curriculum. Students who do not successfully complete their formative examination in the Professional Development course will have to register for an eight credit hour independent study course whereby they will remediate on areas of noted deficiency. Students must successfully complete the remediation course on campus and then successfully take a new examination in order to progress through the curriculum. 8 quarter hours

PAS 5210 Physical Assessment I Lab
This introductory course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision making skills needed to assess adult patients’ mental and physical status. Assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral and written form. This course explores the skin, head and neck, neurological and musculoskeletal and comprehensive physical examination of the relevant regions and systems. Demonstrations and practical laboratory application reinforce the
PA’s ability to perform a comprehensive physical examination. The laboratory allows the student an opportunity to practice the skills needed to perform a complete physical of the body regions covered in the lecture. 1 quarter hour

PAS5211  Physical Assessment II Lab
This course on physical assessment focuses on patient communication skills, techniques of interviewing and performance of complete physical examination, development of critical thinking and decision making skills needed to assess adult patients’ mental and physical status. It continues and builds upon assessment of common and important symptoms is also covered. This course also includes presentation of patient data in both oral and written form. This course explores the cardiac, pulmonary, gastrointestinal, urological and vascular systems to teach comprehensive physical examination of the relevant regions and systems. Demonstrations and practical laboratory application reinforce the PA’s ability to perform a comprehensive physical examination. The laboratory allows the student an opportunity to practice the skills needed to perform a complete physical of the body regions covered in the lecture. 1 quarter hour

PAS5225  Medical Anatomy and Physiology I Lab
Medical Anatomy and Physiology I Lab is the first course of a two quarter sequence in which the student will build upon information gained in the Medical Anatomy and Physiology lecture. General review of all anatomic and physiologic concepts will be undertaken. Lab sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on the specific body systems and aspects of normal function. Introductory information will be provided for clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. This clinical lab application will correspond to the lecture course. 1 quarter hour

PAS5226  Medical Anatomy and Physiology II Lab
Medical Anatomy and Physiology II Lab is the second course of a two quarter sequence in which the student will build upon information gained in the Medical Anatomy and Physiology II lecture. General review of all anatomic and physiologic concepts will be undertaken. Lab sessions will focus on an in-depth look at human anatomy and physiology with an emphasis on the specific body systems and aspects of normal function. Introductory information will be provided for clinical application of anatomic and physiologic variations from normal and the means by which these variations can contribute to disease. This clinical lab application will correspond to the lecture course. 1 quarter hour
PAS5280 Clinical Medicine & Pharmacotherapeutics I Lab
Small groups are specifically useful for developing higher order cognitive skills such as evaluation, problem-solving, interpretation of complex concepts, and application of principles and basic information to practical problems. The small group is coordinated with the Clinical Medicine & Pharmaco-therapeutics I lecture course in order to coordinate the skills learned in the classroom as well as to incorporate OSCE cases related to the classroom discussion. 1 quarter hour

PAS5281 Clinical Medicine & Pharmacotherapeutics II Lab
As a supplement to the lecture sequences, students will meet weekly for case based laboratories. These will be small group labs facilitated by faculty group facilitators. The facilitator will have students work through case studies that correspond to current lecture sequences. The students will be given introductory information and must elicit the necessary information from the facilitator to lead to the formulation of an appropriate differential diagnosis, diagnosis, and management plan. This lab will require that students incorporate patient history, physical assessment, scientific concepts, and diagnostic studies to ultimately come to a logical differential diagnosis and final diagnosis. Students will then be required to utilize their knowledge of clinical therapeutics and diseases to develop a rational plan of management. Medical decision making and logic will be a key focus in lab sessions. 1 quarter hour

PAS5282 Clinical Medicine & Pharmacotherapeutics III Lab
As a supplement to the lecture sequences, students will meet weekly for case based laboratories. These will be small group labs facilitated by faculty group facilitators. The facilitator will have students work through case studies that correspond to current lecture sequences. The students will be given introductory information and must elicit the necessary information from the facilitator to lead to the formulation of an appropriate differential diagnosis, diagnosis, and management plan. This lab will require that students incorporate patient history, physical assessment, scientific concepts, and diagnostic studies to ultimately come to a logical differential diagnosis and final diagnosis. Students will then be required to utilize their knowledge of clinical therapeutics and diseases to develop a rational plan of management. Medical decision making and logic will be a key focus in lab sessions. 1 quarter hour

PAS5283 Clinical Medicine & Pharmacotherapeutics IV Lab
As a supplement to the lecture sequences, students will meet weekly for case based laboratories. These will be small group labs facilitated by faculty group facilitators. The facilitator will have students work through case studies that correspond to current lec-
ture sequences. The students will be given introductory information and must elicit the necessary information from the facilitator to lead to the formulation of an appropriate differential diagnosis, diagnosis, and management plan. This lab will require that students incorporate patient history, physical assessment, scientific concepts, and diagnostic studies to ultimately come to a logical differential diagnosis and final diagnosis. Students will then be required to utilize their knowledge of clinical therapeutics and diseases to develop a rational plan of management. Medical decision making and logic will be a key focus in lab sessions. 1 quarter hour

PAS5291 Applied Learning Experience I

The purpose of this course is to provide students an opportunity to observe and participate in clinical experiences in a variety of community clinical sites, develop appropriate interpersonal skills in a medical setting and develop an understanding of the PA's role as a member of a healthcare team. Clinical specialty sites are assigned to coincide with didactic courses conducted each quarter. Clinical specialty sites include the following: physical screening clinics, orthopedics, cardiology, family practice, ENT practice, surgery, internal medicine grand rounds, gastroenterology, endocrinology, dermatology, plastic surgery, nursing homes, under-served medical clinics, ophthalmology clinics, and other various appropriate sites. Students will be put into practice initial physical examination skills and techniques as well as early documentation skills. In all ALE course rotations, students will keep a journal of one or more patient care experience and specifics of their particular specialty clinical experience. 1 quarter hour

PAS5292 Applied Learning Experience II

The purpose of this course is to provide students continuing exposure and participation in clinical experiences in a variety of community clinical sites. Clinical specialty sites are assigned to coincide with didactic courses conducted each quarter. In addition, students will be able to practice initial clinical skills they are developing in the Clinical Skills course, to include injections and intravenous access and therapy. It will also include a typical Applied Learning Experience in any of a number of disciplines in medicine or surgery. There will be lecture with emphasis placed on recognizing common diseases that can be addressed with primary and secondary prevention efforts. A review of special topics in health will also be included. The clinical experience during this course will require a student to complete a journal of one or more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hours

PAS5293 Applied Learning Experience III

The purpose of this course is to provide students an opportunity to
observe and participate in clinical procedures in a variety of community clinical sites, develop appropriate interpersonal skills in a medical setting and develop an understanding of the PA's role as a member of a healthcare team. Clinical specialty sites are assigned to coincide with didactic courses conducted each quarter. Clinical specialty sites include the following: physical screening clinics, orthopedics, cardiology, family practice, ENT practice, surgery, internal medicine grand rounds, gastroenterology clinics, dermatology, plastic surgery, nursing homes, under-served medical clinics, ophthalmology clinics, and other various appropriate sites. Students will once again have an opportunity to utilize their increasing knowledge of various clinical skills including OR scrub techniques and suturing. The students will again complete a journal of one of more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hour

PAS529 Applied Learning Experience IV

The purpose of this course is to provide students an opportunity to observe and participate in clinical experiences and procedures in a variety of settings as in their preceding ALE courses. The locations include multiple clinical office and hospital settings, as well as long term care facilities. Students should continue to develop additional clinical knowledge and skills, cultivate interpersonal skills, and acquire further understanding of the PA's role as a member of a healthcare team. These sites are assigned to coincide with didactic courses conducted during this quarter. The students will increasingly develop their patient interview and physical examination skills. The students will gain complete a journal of one or more patient care experiences and specifics of their particular specialty clinical experience. 1 quarter hour

PAS5299 Independent Study II

This is a course of independent studies for students who may need formal remediation throughout the clinical curriculum. Students who do not successfully complete their summative examination in the Advanced Clinical Decision Making course will have to register for an eight credit hour independent study course whereby they will remediate on areas of noted deficiency. Students must successfully complete the remediation course on campus and then successfully take a new examination in order to progress through the curriculum. 8 quarter hours

PAS6105 Internal Medicine

This rotation focuses on the area of medicine that treats diseases of the internal organs by other than surgical means. Internal medicine is best defined by its approach to medical problems. Each diagnostic step is taken in more depth, with a focus on adult illnesses and an emphasis on lifetime continuity of care through
health promotion, disease prevention, and strong attention to psychosocial issues. This rotation will build appropriate links between the extraordinary advances in science and clinical medicine. A primary care emphasis is given to the focus of this rotation. A Geriatric Tract is included as part of the Internal Medicine or Primary Care Clinical Rotation. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6110  General Surgery
This rotation focuses on the area of medicine that deals with the manual and operative procedures for the correction of deformities, defects, repair of injuries and diagnosis and cure of certain diseases. This surgery rotation will provide a primary care emphasis to the presentation of the anatomic, pathologic, physiologic, pharmacologic, biochemical, and immunologic features of a variety of surgical disorders. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6120  Primary Care
This rotation provides clinical experience with common diseases and the manifestations of chronic illnesses. Learning experiences include the traditional approach to direct, initial, comprehensive care for patients as well as continuity of care. The student is exposed to the promotion of prevention as well as the practice of curing as an important aspect of primary care. A Geriatric Tract is included as part of the Internal Medicine or Primary Care Clinical Rotation. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6125  Emergency Medicine
This rotation exposes the student to the diagnosis and treatment of patients presenting to the emergency department. In this often critical care environment, students will be faced with problem solving and the need to rapidly assess patients with a variety of presentations. Students are exposed to the practice of utilizing emergency departments both for ambulatory care and primary care, with an emphasis on the primary care aspect of emergency department utilization. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians and physician assistants. 8 quarter hours

PAS6130  Obstetrics/Gynecology
This rotation exposes the student to obstetrics, reproductive endocrinology, gynecology and gynecologic
oncology. A primary care emphasis is given to family planning and important aspects of women’s health. The basic operations of obstetrics and gynecology are explored to allow a fundamental understanding of the technical procedures involved. This Course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6135  Pediatrics
This rotation exposes students to important pediatric problems and diseases, representing both common illnesses of childhood as well as less common disorders that exemplify pathophysiologic mechanisms and disease processes. Students gain a basic understanding of the particular disease process and to assist in the development of a clinical approach to a child’s problem. A primary care emphasis is given to the student's experience. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6140  Behavioral Medicine
This rotation provides the student an opportunity to pursue focused study in an area of behavioral medicine of particular interest to the student. In this rotation, students will be exposed to the evaluation, diagnosis, and treatment of acute and chronic psychiatric disorders. Through mental status examinations, history and physical examinations and counseling, the students have the opportunity to participate in a diagnostic plan to address various differential diagnoses. This rotation is conducted in an inpatient or outpatient setting in such areas as general behavioral psychiatry and psychology, pediatric and adolescent behavioral medicine, forensic psychiatry, geriatric behavioral medicine, group counseling and addiction specialties. The student/clinical coordinator upon student request with program director approval may develop other behavioral elective rotations. Application in a primary care setting must be a goal of the student's experience. This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6145  Clinical Elective
This rotation provides the student an opportunity to pursue additional study in an area of particular interest to the student. This rotation may be conducted in such areas as dermatology, neurology, radiology, orthopedics, rural medicine, and wound care. Other elective rotations may be developed by the clinical coordinator and/or upon student request with program director approval. The student is responsible for developing rotation objectives to be approved by the clinical coordinator.
This course is 240 hours of clinical rotation during which students perform and validate their professional competencies under the direct supervision of licensed physicians or physician assistants. 8 quarter hours

PAS6150  Advanced Clinical Research
This course provides the student with basic knowledge and experience that will serve as a foundation for a lifetime of scholarly pursuit and productivity. This component of the PA curriculum is designed to promote the development of graduate level thinking skills, which include the abilities to think logically and consistently, to integrate and synthesize knowledge, to access information within the physician assistant discipline, to write in a clear, consistent and logical manner, and to apply knowledge to real-life situations. It is incumbent upon professionals conducting research or patient care within basic or clinical sciences to objectively report findings that contribute to the continually growing body of medical and scientific information. This sort of contribution may range from development and disclosure of completely novel scientific theory or information to the submission of clinical case reports that identify unexpected or unique patient experiences. These communications serve as a contribution to the scientific “greater good” as well as potential catalysts for review of current practices and the standard of care on a clinical level.

This course serves as an experience that will allow students to interact with basic, applied and clinical scientists to develop the necessary skills and foundation for a fruitful career of scholarly productivity. 3 quarter hours

PAS6170  Professional Seminar III
The focus of this course is to address various topics related to professional development during the clinical year. Topics include building portfolios, the various roles of a PA in the clinical year, patient education, CPT coding, reimbursement, billing in the medical office, risk management, quality assurance, employment and contract negotiations, interview skills, resume development, important aspects of the job search, certification & recertification, concepts in credentialing and licensure, and hospital privileges. Students will be working on various methods for self-directed study skills in preparation for the PANCE examination. The course concludes with a final summative evaluation which includes three components that evaluate the cognitive, psychomotor, and affective domains including: basic medical science, behavioral science, clinical medicine, medical history, physical examination skills, ordering and interpretation of diagnostic studies, diagnostics, therapeutics, patient interaction, oral and written communication skills, documentation, and information literacy. This assessment is administered at the end of the clinical training period. 2 quarter hours
PHASE101, PHASE102 Biochemistry I, II
These two courses are a series of lectures and independent problem solving that introduces the student to current concepts and related chemistry in human biochemistry, including regulatory biochemistry and molecular biology. Discussions will focus on the major metabolic pathways and their regulation by hormonal, allosteric, and genetic mechanisms in relation to nutrition and to a variety of diseases, including heart disease, cancer, diabetes and enzyme defects. 3 quarter hours, Fall and Winter Quarters

PHASE103, PHASE104 Human Anatomy and Physiology, Pathophysiology I, II
These courses involve a series of lectures that provide the first year Pharmacy student with an understanding of anatomy and how cellular tissue and organ systems function within the human body. The basic anatomical and physiological principles emphasize how normal cellular, tissue and organ systems collectively maintain healthy dynamics. Attention also focuses on the etiologies and clinical consequences of abnormal physiological processes, structures and functions. This provides the student with the basis for analysis and interpretation of immediate and long-term compensatory responses to common disease states. 5 quarter hours, Fall and Winter Quarters

PHASE107 Pharmaceutical Calculations
This course introduces the student to the mathematical processes and computations needed for basic dosage preparations and compounding essential to the practice of pharmacy. A series of lectures and problem solving exercises will include quantitative calculations of active and excipient concentrations encountered in professional practice. Other relevant topics include calculations of solution isotonicity and osmolarity. The pharmaceutical formulas and calculation problems will establish mathematical competency and orient students to relevant clinical applications. 2 quarter hours, Fall Quarter

PHASE108 Pharmaceutical Analysis & Laboratory
This course is a study of the official and non-official quantitative chemical and physical methods used in analysis of pharmaceutical products. Emphasis is placed on understanding the precepts of analytical stoichiometry, functional group influence, and basic concepts of dosage form analysis which includes the importance of procedural validations in quantitative drug assays. The course focuses on the most important aspects of techniques used in the quality control of pharmaceuticals, pharmaceutical preparations, and their analysis in biological fluids and tissues. Lectures and laboratory emphasize the analytical techniques used in pharmaceutical analysis which involve spectroscopy, chromatography and electrophoresis. The laboratory is designed to develop an understanding of the techniques used and needed for
accurate dosage form analysis in preparations and biological media. This section will focus on small group discussions, problem sets and take home assignments. 3 quarter hours, Fall Quarter.

**PHA3109 Microbiology/Immunology**

This course is an introduction to the basic concepts of molecular and medical microbiology with special emphasis on pathogenic microorganisms. Lectures focus on the importance of basic science information needed to understand the mechanisms of infectious diseases, with an emphasis on how that knowledge applies to their diagnosis, rational management and treatment. Immunology focuses on nonspecific host defense mechanisms, with a detailed description of specific immunity and the products that impart artificial, active and passive immunity. This portion of the course emphasizes the importance of basic science information in understanding the mechanisms of the various immunological disorders, as well as the immunology of cancer, AIDS, hypersensitivity and autoimmune disorders, while applying that knowledge to the diagnosis and treatment of related human diseases. Other discussions will focus on the concepts of biotechnology, together with the currently available products of genetic engineering that relate to immunology. 5 quarter hours, Spring Quarter

**PHA3110 Molecular Biology**

This course covers how the blueprints for cells and organisms are contained in molecular structures of like DNA and RNA. Lectures and discussions focus on how minor structural changes in DNA (mutations) have major biochemical effects with subsequent pathological and health consequences. Students learn how modern bio-molecular tools allow us to read the information (sequence) contained in minute samples of DNA and identify forensic samples with a high degree of certainty. Further emphasis focuses on the role of those tools in providing the means to diagnosis disease, predict susceptibility to disease, and predict responses of a specific patient to a proposed drug treatment (pharmacogenomics). This course also covers how the insertion of specifically modified genetic information into a cell subsequently causes that cell or organism to produce a specific gene product and how the use of these techniques can produce large quantities of human insulin, human growth hormone, and other products to combat and treat diseases. Finally, students receive a vision of how knowledge of the information contained in the human genome, in combination with molecular biology tools, can provide revolutionary new opportunities for the discovery of more powerful and more selective (less toxic) drugs. 3 quarter hours, Spring Quarter

**PHA3111, PHA3112**

Pharmaceutics I, II

This two-part sequence is the study and application of the physical-chemi-
Course Descriptions

Physiological principles and quantitative skills necessary for the design, formulation, and effective use of dosage forms to assure product performance and achieve the desired therapeutic outcomes. These courses emphasize the rationale for design, intended performance characteristics, and the proper use of dosage forms to optimize clinical outcomes. The laboratory course sequence complements and augments topics in Pharmaceutics I and II. Following an introduction to accurate techniques in weighing and measuring, students working in small groups solve or elucidate assigned problems or theories. Students utilize readings and other resources to design, perform, and evaluate in-vitro experiments (including computer simulations). Verbal and written proposals and reports are integral to the process. 4 quarter hours, Winter Quarter, 3 quarter hours, Spring Quarter

PHA3115 Pharmaceutical Analysis

This course is a study of the official and non-official quantitative chemical and physical methods used in analysis of pharmaceutical products. Emphasis is placed on understanding the precepts of analytical stoichiometry, functional group influence, and basic concepts of dosage form analysis which includes the importance of procedural validations in quantitative drug assays. The course focuses on the most important aspects of techniques used in the quality control of pharmaceuticals, pharmaceutical preparations, and their analysis in biological fluids and tissues. Lectures emphasize the analytical techniques used in pharmaceutical analysis which involve spectroscopy, chromatography and organic functional group influences on the analytical processes. The course is designed for the student to develop an understanding of the techniques used and the need for accurate dosage forms and their analyses in preparations and biological media. 2 quarter hours, Fall Quarter

PHA3116, PHA 3117

Pharmaceutics I, II

This two-part sequence is the study and application of the physical-chemical principles and quantitative skills
necessary for the design, formulation, and effective use of dosage forms to assure product performance and achieve the desired therapeutic outcomes. These courses emphasize the rationale for design, intended performance characteristics, and the proper use of dosage forms to optimize clinical outcomes. 4 quarter hours, Winter Quarter; 2 quarter hours, Spring Quarter

**PHA3119 Professional Practice and Informatics**

Topics include an introduction to pharmaceutical care, prescription abbreviations, medical terminology, communication skills, and informatics. Techniques used in the proper interpretation and delivery of prescription/medication orders will be covered as well as an introduction to the medical record. The top one hundred drugs will be presented with an emphasis on the top 60. Techniques of patient counseling will be presented. Written assignments will supplement class material and will assess the students' understanding of topics. 2 quarter hours Fall Quarter

**PHA3124, PHA4225 Pharmacotherapy I and II, OTC and Herbal Products**

This course is designed to provide a didactic framework for the therapeutic management of a number of common, self-limiting diseases that can be treated with over-the-counter agents and/or common herbal products. The goal of the course is to provide students with the information they need to develop rational recommendations for patients and clients in the various pharmacy settings that they rotate through during their fifth quarter intermediate rotations. 2 quarter hours, Spring Quarter, 3 quarter hours, Summer Quarter

**PHA3126, Application of Informatics in Healthcare Communications**

This is a project-based course that serves to build on the drug information concepts covered in PHA3131 Professional Practice I and Informatics, as well as to develop students' written and oral presentation skills. 0.5 quarter hours, Winter Quarter

**PHA3131 Professional Practice I and Informatics**

Topics include an introduction to pharmaceutical care, health and illness behaviors, medical terminology, communication skills, team building and team leadership. Techniques used in the proper interpretation and delivery of prescription/medication orders will be covered as well as an introduction to the medical record. The top one hundred drugs are presented during the first quarter, with an emphasis on the first 60. Communication skills will be enhanced through various formal and informal classes, activities and assignments. Techniques of patient counseling is presented by utilizing a nationally recognized formal patient-counseling program. The coursework is presented in a lab/classroom/on-site format. 3 quarter hours, Fall Quarter
PHASE12, PHASE133 Introduction to Pharmacy Practice II, III

During the Winter Quarter the application of knowledge is stressed as students attend various healthcare screening events in the community. The top one hundred drugs are presented during the second quarter, with an emphasis on the top 61-80. Interpersonal communication skills are enhanced through the various community screening events. The coursework is presented in a classroom/on-site format. Written assignments will supplement class material and will assess the students’ understanding of topics. During the Spring Quarter fundamental techniques in extemporaneous compounding are introduced and practiced. Fundamental concepts of interpersonal communications as applied to pharmacy practice are reviewed, and patient counseling skills will be further honed. The top one hundred drugs are presented during this quarter with an emphasis on the top 20. 1 quarter hour, Winter and Spring Quarters

PHASE135 Integrated Pharmacy Skills Laboratory I

The primary goal of the IPS lab is to provide students with the opportunity to apply concepts and knowledge gained in the classroom in a “hands-on” and practice related setting. The IPS Lab will consist of a series of courses over 4 quarters in which the material continually builds upon itself. The first quarter serves as a building block in which the students learn basic skills related to practice and are given the opportunity to apply them and focuses primarily on prescription and medication order processing, calculations, aseptic technique and basic compounding techniques. 2 quarter hours, Fall Quarter.

PHASE136 Integrated Pharmacy Skills Laboratory II

In the second quarter of the IPS Lab, students become more independent and are expected to apply problem solving skills and critical thinking, but new concepts are still introduced and practiced. These include labs related to prescription dispensing and patient consultation for specific disease states. Challenges related to insurance and 3rd party claims are also addressed. Students are also given the opportunity to apply physical pharmacy concepts introduced in the Pharmaceutics I course. 2 quarter hours, Winter Quarter

PHASE137 Integrated Pharmacy Skills Laboratory III

The focus of quarter 3 of the integrated pharmacy skill laboratory is on prescription compounding, sterile products and basic analytical techniques. Students are given the opportunity to dispense, prepare and label compounded prescriptions and provide proper documentation and expiration details for several dosage forms. Aseptic technique is used to produce several sterile products which require various calculations to prepare. Additionally the students employ basic
analytical techniques to analyze several of their compounded products and sterile products to assess the quality of the product. 2 quarter hours, Spring Quarter

PHA3150 Health Care Systems
Health and pharmaceutical delivery in the United States is examined. This course aims to broaden students’ understanding of the complex system in which they will provide pharmaceutical care in collaboration with other healthcare professionals. Application to various pharmaceutical sectors (e.g. retail, health systems, and manufacturing) is included. Issues of public policy, economic behavior, and patient outcomes are addressed. Students gain an understanding of the factors driving the transformation of health care delivery and the implications for future pharmacy practice. 2 quarter hours, Fall Quarter

PHA3151 Communications for the Healthcare Professional
This course is designed to provide pharmacy students the knowledge and empathy needed to communicate and intervene effectively in a variety of psychosocial situations with different patient populations. Patient education and communication, cultural and social awareness and sensitivity issues are presented. Emphasis is placed on normal psychosocial life and adjustment to common problems encountered in the healthcare environment and pharmacy’s role in dealing effectively with patients and the care givers concerning these circumstances. 2 quarter hours, Winter Quarter

PHA3159 Introduction to Integrated Sequence
This course is an introduction into the general principals of medicinal chemistry and pharmacology with an emphasis on the molecular interactions of drugs with biological systems and provides the fundamentals of rational drug therapy. The material covered in this course serves as a foundation for the more advanced medicinal chemistry, pharmacology, and therapeutics concepts to be covered in the Integrated Sequence classes in subsequent quarters. An overview of the drug discovery process with selected examples, a review of drugs derived from natural products, and an introduction to pharmaceutical agents based on peptides, proteins, and nucleic acids are presented. The theories and principles of drug-receptor interactions and drug design are presented from a structure-activity perspective. The physiochemical properties conferred by functional groups and stereochemical properties on drug molecules are related to the absorption, distribution, and metabolism of medicinal agents. 2.5 quarter hours, Winter Quarter

PHA3162 Integrated Sequence I (Introduction)
This course builds on the general principles of medicinal chemistry and pharmacology introduced in the
Introduction to Integrated Sequence course (PHA3159). The physiochemical properties conferred by functional groups in drug molecules are related to the absorption, distribution, metabolism, elimination, and toxicity of clinically-used medicinal agents. Potential drug-drug and drug-food interactions based on absorption, distribution, metabolism, elimination, and toxicity are discussed, with an emphasis on the twenty-five most important clinically-important drug-drug interactions, as defined by the Partnership to Prevent Drug-Drug Interactions. 4 quarter hours, Spring Quarter

**PHA4138 Integrated Pharmacy Skills Laboratory IV**

In the fourth quarter of the laboratory sequence, the students independently apply the skills they have developed and practiced in the previous three courses during a series of comprehensive labs covering a wide variety of topics. The students are expected to address issues concerning law and ethics, insurance companies, pharmacokinetics, product quality control, clinical judgment, patient interactions and others. In an effort to simulate a real world experience, these labs are presented in a random order so the students have very little time to prepare in advance. 1 quarter hour, Summer Quarter

**PHA4211 Basic Pharmacokinetics and Biopharmaceutics**

This course covers the theoretical and practical topics of biopharmaceutics and pharmacokinetics as a necessary foundation for competency in the future clinical pharmacokinetics course. The course provides the student with an understanding of conceptual and mathematical treatment of ADME (Absorption, Distribution, Metabolism and Excretion) in a small group problem based format. 4 quarter hours, Summer Quarter

**PHA4235 Intermediate Experiential Seminar**

This course is designed to be an intermediate opportunity to enhance communications skills. 1 quarter hour, Fall Quarter

**PHA4252 Pharmacy Law/Ethics**

The basic principles of federal, state, and local statutes as well as court decisions which impact the practice of pharmacy and drug distribution are reviewed. Civil liability in pharmacy practice and elements of business and contract law as well as discussions of professional ethics will be presented. 2 quarter hours, Summer Quarter

**PHA4261, 4263, 5363, 5365, 5366 Integrated Sequence II-VI**

This course will integrate pharmacology, medicinal chemistry, pathophysiology, and therapeutics. This team taught course is designed to provide students with an opportunity to learn, observe, and apply concepts of these content areas in an integrated manner. The contents of the course will include drugs and therapies necessary to treat disorders of the central and peripheral nervous systems,
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integumental, gastrointestinal, hematological, musculoskeletal, renal, pulmonary, cardiovascular and endocrine systems. Also included will be drugs and therapies for cancer and infectious diseases. Pharmacotherapeutic considerations of alternative therapies, women’s health issues and of special populations including pediatrics and geriatrics will be discussed. The students will apply foundational material from Biochemistry, Physiology, Microbiology, Pharmaceutics, and Integrated Sequence Introduction. This material is presented in a lecture, demonstration, and small discussion group/case studies format. 8 quarter hours, Summer Quarter; 8 quarter hours, Winter Quarter; 11 quarter hours, Spring Quarter; 11 quarter hours, Summer Quarter; 5 quarter hours, Fall Quarter

PHA5327 Clinical Pharmacokinetics/Therapeutic Drug Monitoring

The course is designed to acquaint the Doctor of Pharmacy students with the clinical application of basic pharmacokinetic principles to the safe and effective management of individual patients and to introduce the student to research techniques in the pharmaceutical sciences. Basic pharmacokinetic and pharmacodynamic principles having direct clinical implications are reviewed in detail. Emphasis is on design of drug dosage regimens, therapeutic drug monitoring and adjustment of drug therapy. The application of these principles are illustrated and reinforced through discussion of pertinent drugs and case examples emphasizing basic pharmacology and therapeutics and introducing students to signs and symptoms of major diseases. 3 quarter hours, Spring Quarter

PHA5331, 5332 Applied Pharmaceutical Care I, II

This course sequence focuses on the application of pharmaceutical care principles, pharmaceutical knowledge, and professional techniques to solve pharmacy-related problems. Its primary emphasis includes physical
assessment, verbal and written communication, the use of reference sources, patient profile review, laboratory data interpretation, pharmaceutical calculations, intravenous admixture preparation and experience in detecting medication errors and omissions. This course sequence allows the integration of previously presented course materials into pharmacy practice situations in laboratory and workshop sessions. Students learn to collect patient-specific data, identify and assess drug related problems, develop drug monitoring plans, and document pertinent information. Further, students learn to educate patients and health care professionals regarding the appropriate use of drugs. The second course in this sequence is the capstone course for the entire curriculum up to this point. Students must use their knowledge of biochemistry, medicinal chemistry, pharmacology, and therapeutics to design, implement, monitor, evaluate, and adjust pharmaceutical care plans that are patient specific and evidence-based. Students will also be required to pass a Capstone exam and a Wet Board Practicum. Students working in groups will be responsible for developing a complex patient case on their own. 4 quarter hours, Summer Quarter, 3 quarter hours, Fall Quarter

PHA5333 Drug Information, Literature Evaluation, Research Design and Methods
Application of research design concepts and statistical techniques to design, collect and critically analyze data and interpret, pre-clinical, clinical and economic studies of pharmaceuticals or treatment plans. 3 quarter hours, Spring Quarter

PHA5334 Complementary and Preventive Medicine
This course is offered in the third year to introduce students to non-pharmaceutical methods of treatment and prevention that they might encounter in practice. Knowledge of herbal and natural remedy content is essential to the most appropriate evaluation of patient’s pharmacotherapy and to the provision of optimal pharmaceutical care. 3 quarter hours, Fall Quarter

PHA5335 Clinical Epidemiology and Biostatistics
This course will teach the student how to apply the scientific method to analyzing and making clinical decisions that improve patient care. The clinical epidemiology portion of the course will deal specifically with clinical questions pertaining to abnormality, diagnosis, frequency, risk, prognosis, treatment, and cause. The bridge between clinical epidemiology and biostatistics will deal with the issue of chance. The biostatistics portion of the course will cover the various types of clinical data and the common statistical tests used to evaluate those data. 3 quarter hours, Winter Quarter

PHA5338 Grand Rounds
In this course students will learn to critically evaluate literature and
develop and make a formal presentation. 1 quarter hour, Fall, Winter or Spring Quarter

PHA5353 Pharmacy Practice Management
The principles of management, including personnel and financial management will be covered as they apply to management of pharmacy operations in a variety of settings (e.g. community, health system, managed care). 3 quarter hours, Spring Quarter

PHA5354 Health Economics and Outcomes Assessments
Students will follow a patient or patients over an extended period of time in a medical or home setting. Pharmacotherapeutic knowledge and skills will be applied in communications, health assessment, monitoring of pharmacotherapy, and evaluation of both humanistic and clinical outcomes. Issues of health care, cost, access and quality as revealed through each patient's interaction with health and pharmaceutical care systems will be addressed. Introduction to commonly used economic evaluation methods (e.g. cost-minimization, cost-utility, cost-benefit, and cost-effectiveness) as applied to pharmaceutical products and services. Quality of life and outcomes research will also be explored. Emphasis is on understanding evaluation methods, research design, and interpreting the relevant literature for practice applications. 3 quarter hours, Summer Quarter

PHA6482, 6483, 6484, 6485, 6486, 6487, 6488  Advanced Professional Practice Experience
The senior year is organized as an experiential learning program in various patient care settings. The Advanced Pharmacy Practice Experiences (APPEs) students must complete, include: five, 5-week required rotations, and one, 5-week elective rotation, comprising 48 quarter hour rotations of fulltime study and practice divided into five week blocks. Upon completion of the advanced practice rotations and the externships completed earlier, students receive over 1500 hours of clinical experience within the framework of the Doctor of Pharmacy curriculum.

The five required rotations that provide the foundation of the advanced practice experience include: Drug Information or another approved Rotation, Internal Medicine Rotation, Ambulatory Care Rotation, Hospital Pharmacy Practice, and Community Pharmacy Practice. In addition, students select an elective rotation that may be an additional clerkship or a non-patient care experience with industry, a professional organization, chain/independent store management, etc., to complete the experience. 8 quarter hours, Winter, Spring and Summer Quarters

PHI2301 Introduction to Philosophy
Co- or Pre-requisite: ENG1002 or ENG2001
This course introduces students to philosophical thinking. Students will
confront fundamental questions of self and identity, of freedom and determinism, of belief and truth, and of ethics and morality. Critical thinking activities will challenge students to incorporate philosophy into their daily lives by applying the questions of philosophy to themselves and their world. 4 quarter hours

**POL2076  American Government**
*Co- or Pre-requisite: ENG1002 or ENG2001*

This course introduces students to general principles and problems of modern government. It shows the forms of government, the place of government in the social process, and theories of the state. The American system is analyzed. Studying political science provides accurate understanding of how and why political systems work as they do. 4 quarter hours

**PSY1001  General Psychology**

In this course a study is made of human behavior with special reference to perception, learning, memory, thinking, emotional life, and individual differences in intelligence, aptitude, and personality. Emphasis is placed on the scientific nature of psychological investigations. Research methods are analyzed, and results are related to daily life and everyday problems. 4 quarter hours

**PSY2007  Statistics for Behavioral Sciences**
*Prerequisites: PSY 1001 with a C or better; MAT 1001 and MAT 1002 with a C or better*

An investigation of the methodological principles regarding behavioral science research, descriptive and inferential techniques, and the process of using these techniques for psychological experimentation and data analysis. 4 quarter hours

**PSY2008  Statistics for Behavioral Sciences Lab**
*Prerequisite or Co-requisite: PSY 2007 with a C or better*

An understanding of the statistical principles associated with the study of behavioral science research through application and computerized data analysis (i.e., SPSS). 2 quarter hours

**PSY2010  Abnormal Psychology**
*Prerequisite: PSY 1001 with a C or better*

A survey of psychological disorders, contrasting theoretical views and representative research investigating these disorders. A concentration on classification, etiology, diagnosis, and treatment of mental disorders. 4 credit hours

**PSY2020  Lifespan Development**
*Prerequisite: PSY 1001 with a C or better*

A survey and understanding of human development from the prenatal period through old age via the exploration of cognitive, social, emotional, personality, physical, environmental, and contextual experiences. 4 quarter hours

**PSY2050  History and Systems**
*Prerequisite: PSY 1001 with a C or better*
A survey of the major and modern theories in psychology through an examination of historical controversies. An understanding of the roots of psychology in natural and social sciences. A consideration of the diversity of psychological study and the future of psychology. 4 quarter hours

**PSY2060 Research Methods**
*Prerequisite or Co-requisite: PSY 2007 with a C or better*
Research design and methodology. An analysis of the approaches to developing, understanding, and interpreting psychological phenomena. Topics include experimental vs. non-experimental research such as survey, observation, case study, and archival data. An understanding of reliability, validity, and experimental control issues. 2 quarter hours

**PSY2061 Research Methods Lab**
*Prerequisite or Co-requisite: PSY 2060 & 2008 with a C or better*
An understanding of the methodological principles associated with behavioral science research through an application of the theoretical, conceptual, and practical principles. 2 quarter hours

**PSY3001 Cognitive**
*Prerequisite: PSY 1001 with a C or better*
Historical and current perspectives regarding the examination of human attention, language, vision, memory, and other forms of information processing (e.g., decision-making). 4 quarter hours

**PSY 3002 Cognitive Lab**
*Prerequisite or Co-requisite: PSY 3001 with a C or better; Prerequisite: 2061 with a C or better*
The design, operation, analysis, and write-up of experiments which focus on human cognition (e.g., attention, memory and information processing). 2 quarter hours

**PSY3005 Advanced Cognitive**
*Prerequisite: PSY3001 with a C or better*
An introduction to the interdisciplinary examination of the mind, intelligent behavior, consciousness, perception, information processing, and communication in living organisms. 4 quarter hours

**PSY3010 Social Psychology**
*Prerequisite: PSY 1001 with a C or better*
The study of intrapersonal and interpersonal processes such as conformity, social perception, attribution theory, altruism, aggression, prejudice, persuasion, group dynamics, self-concept and self-esteem. 4 quarter hours

**PSY3011 Social Psychology Lab**
*Prerequisite or Co-requisite: PSY 3010 with a C or better; Prerequisite: 2061 with a C or better*
An understanding of the methodological principles associated with research in social psychology. The application of psychosocial processes such as learning, attitudes, and social behaviors. 2 quarter hours
**Course Descriptions**

**PSY3013  Advanced Social Psychology**  
*Prerequisite: 3010 with a C or better*  
An examination of social behavior from four major theoretical orientations: reinforcement, field theory, cognitive, and role theory. Topics also include social exchange theories, group processes, social learning, attitude, and personal perception. 4 quarter hours

**PSY3300  Personality**  
*Prerequisite: 1001 with a C or better*  
The major theoretical perspectives of personality development, structure, dynamic assessment, and psychological adjustment. Additional topics include consideration of biological and environmental indices of personality. 4 quarter hours

**PSY3400  Sensation and Perception**  
*Prerequisite: 1001 with a C or better*  
An understanding of the manner in which humans perceive and respond to internal and external stimuli. Areas of study include vision, audition, the lower senses, receptor mechanisms, psychophysical methods and perceptual phenomena. 4 quarter hours

**PSY3500  Motivation**  
*Prerequisite: 1001 with a C or better*  
The examination of human motives and the impact of emotion on the decision making process. Consideration of primary and secondary motivators regarding theoretical and practical application for reward, punishment, and avoidance scenarios. 4 quarter hours

**PSY3520  Child/Adolescent Development**  
*Prerequisite: PSY 2020 with a C or better*  
An understanding of the major developmental theories associated with childhood (age 3) through adolescence (age 21). The primary areas of exploration include cognitive, interpersonal, intrapersonal, physical, and emotional systems in addition to contextual approaches involved in understanding these systems. 4 quarter hours

**PSY3530  Adult Development**  
*Prerequisite: PSY 2020 with a C or better*  
An understanding of the major developmental theories associated with adulthood (ages 18 through 65). The primary areas of exploration include cognitive, interpersonal, intrapersonal, physical, and emotional systems in addition to the contextual approaches (i.e., typical life tasks) involved in understanding these systems. 4 quarter hours

**PSY3540  Elderly Development**  
*Prerequisite: PSY 2020 with a C or better*  
An understanding of the major developmental theories associated with late adulthood (age 65 and older). The primary areas of exploration include death and dying, cognitive, interpersonal, intrapersonal, physical,
emotional systems in addition to the contextual approaches (e.g., family dynamics, leisure, retirement, bereavement) involved in understanding these systems. 4 quarter hours

**PSY4001 Addictions**  
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*  
A theoretical, conceptual, and practical overview of internal and external determinants of addictive behaviors across the lifespan. Assessment and treatment approaches will be discussed along with issues influencing recidivism. 4 quarter hours

**PSY4030 Multicultural Psychology**  
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*  
The examination of psychological conditions according to varied populations including gender, ethnicity, religion, geography, culture, age, sexual orientation, physical disability, education, and social class. This course is meant to expose students to the impact of these contexts on the intra- and interpersonal psychosocial framework for individuals across development. 4 quarter hours

**PSY4040 Human Sexuality**  
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*  
A biopsychosocial understanding of the determinants of human sexual behavior. Developmental views of normal and abnormal sexual behavior, treatment, and cultural influences will also be highlighted. 4 quarter hours

**PSY4200 Psychology and the Media**  
*Prerequisite: PSY 2010, 2020, 3010, 3100, & 3300 with a C or better*  
A historical and contemporary examination of the psychological influences of media. Consideration of the local, regional, national and international influences of varied information sources including television, the internet, print media, electronic communication devices, and radio within a developmental context. 4 quarter hours

**PSY4300 Anxiety Disorders**  
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*  
Examination of the major, minor, and associated categories of anxiety disorders. The course will focus on etiology, prevalence rates, course, duration, assessment, diagnostic, and treatment issues. Attention will be drawn to the observed developmental differences in anxiety disorders, the relative contributions of research in the field, and the dynamic interaction between biological, psychological, and social factors in the field. 4 quarter hours

**PSY4320 Psychology and Gender**  
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*  
A historical and contemporary examination of the psychological issues of gender from a social, emotional, personality, physiologic, geographic, and cultural perspective. Specific topics will include career development, marriage, family, sex
role development and expectations, role conflict achievement, and sexuality. 4 quarter hours

**PSY4400 Child and Adolescent Disorders**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*

An introduction to the field of abnormal child psychology and the associated major theories. Students will be exposed to the pathogenic process (i.e., developmental sequence) of psychological disorders from early childhood to late adolescence. A major goal of the course is to promote critical thinking on major issues such as the genetic, biological, and environmental influences on behavior, emotions, and personality in conjunction with associated assessment, diagnostic, and treatment procedures. 4 quarter hours

**PSY4420 Health Psychology**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better*

An investigation of the major theories, strategies, and methods of understanding the psychological contributions to human health and disease. The psychological approaches to treating and preventing disease and unintentional injuries with a focus on health and safety promotion. 4 quarter hours

**PSY4450 Psychology of Marriage**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

A historical and contemporary examination of the psychosocial factors of marriage related to role development, role conflict, cultural influences and expectations, relationship development, economics, extended family, peer, and technological influences. 4 quarter hours

**PSY4460 Eastern/Western Psychology**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

A study of historical and contemporary foundations of Eastern and Western mental health. A concentration on ethnicity, culture, familial influences, achievements, geographic considerations, intra personal and environmental stressors. 4 quarter hours

**PSY4470 Psychology and Law**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

An understanding of the legal system within the context of psychological methodology and research. Historical and contemporary dilemmas within the law in addition to between the legal system and psychology will be explored. 4 quarter hours

**PSY4480 Psychology of Religion**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

An examination of the contemporary issues in psychology regarding religious beliefs, values, experience, and practice. Additional topics include psychosocial comparisons of major religions, religious development, and
the connection between religion and health-promotion. 4 quarter hours

**PSY4490 Biological Psychology**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

A study of the biological mechanisms of behavior in psychology. Topics include the development of the brain, brain-behavior relationships, hormones and sexual behavior, the biology of learning, memory, and mental disorders. Emphasis will be placed on human findings and applications. 4 quarter hours

**PSY4500 Introduction to Clinical Psychology**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

A survey and focus on the theoretical, conceptual, and practical application of psychology regarding assessment, treatment, diagnostic, and ethical issues in Clinical Psychology. Students will gain an understanding of contemporary assessment and interview techniques for mental health disorders and the array of specialties in the counseling profession. 4 quarter hours

**PSY4550 Introduction to Psychological Testing and Assessment**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better & Senior Standing*

A survey and understanding of the application of psychological testing and measurement techniques including self-report, interview, observation, and collateral information. The importance of test construction, utilization, and the psychometric background of tests will be considered for intellectual, emotional, behavioral, and personality applications. The course will also involve the ethical and pragmatic considerations involved with testing and measurement according to developmental level. 4 quarter hours

**PSY4700 Independent Research**
*Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better, Senior Standing, and a minimum GPA of 2.5 or higher*

An in-depth examination of psychological topics not typically covered in courses through reading, discussion, and faculty-directed research opportunities. 4 quarter hours; max. 16 quarter hours
PSY4800  Senior Seminar I
Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better, Senior Standing, and a minimum GPA of 2.5 or higher
The intensive examination of current and/or historical issues in the field of psychology in seminar format. 4 quarter hours

PSY4810  Senior Seminar II
Prerequisite: PSY 2010, 2020, 3010, & 3300 with a C or better, Senior Standing, and a minimum GPA of 2.5 or higher
The intensive examination of current and/or historical issues in the field of psychology in seminar format. Students will also be responsible for drawing connections to current course material and the local, regional, and national areas of interest. 4 quarter hours

PTA1001  Introduction to Physical Therapist Assisting
Prerequisites: All general education courses, ANS1001 and BIO 1011-1014 with a minimum grade of B
Corequisites: PTA1003, PTA1005
This course introduces the student to vital signs, general/universal precautions, ethical conduct, standards of practice, and the role and responsibilities of a physical therapist assistant, the history of physical therapy and the American Physical Therapy Association (APTA), documentation, and problem-oriented medical records. 4 quarter hours

PTA1003  Pathophysiology
Prerequisites: All general education courses, ANS1001 and BIO 1011-1014 with a minimum grade of B
Corequisites: PTA 1001, 1005
Pathophysiology is an introductory study of disease processes in humans. Disease signs, symptoms, complications, as well as physical, clinical, and laboratory findings are reviewed by body system. Emphasis is placed on those conditions which will be seen by physical therapists or which, if present, will have an impact on the physical therapy care of patients. Treatment, medication, prognosis, precautions, and ramifications for physical therapy are also presented. 4 quarter hours

PTA1005  Kinesiology
Prerequisites: All general education courses, ANS1001 and BIO 1011-1014 with a minimum grade of B
Corequisites: PTA1001, PTA1003
Kinesiology covers the scope of the biomechanically appropriate movement of the body parts with regard to muscle action, neuromuscular innervation, neuromuscular function, and dysfunction related to abnormal postures and motion. 6 quarter hours

PTA1006  Testing and Measurement for the Physical Therapist Assistant
Prerequisites: PTA1001, PTA1003, PTA1005
Corequisite: PTA2000
This course prepares the student to assess accurately and objectively the
parameters of strength, motion, muscle length, mass, dimensions, response to exercise, and functional abilities evaluated by the physical therapist in order to determine progress toward therapist-established goals of treatment. The understanding of the use of these measures to document progress and to guide the treatment program will be developed. 6 quarter hours

PTA1008 Modalities
Prerequisites: PTA1006, PTA2000
Corequisite: PTA2021
This course addresses the techniques and effects of physical agents such as thermal, ultrasound, biofeedback, diathermy, compression, traction, hydrotherapy, and electrical stimulation as treatment and/or facilitator. 6 quarter hours

PTA2000 Habilitation/Rehabilitation
Prerequisites: PTA1001, PTA1003, PTA1005
Corequisite: PTA1006
This course introduces the student to aspects of human growth and development as they apply to basic physical therapy procedures utilized to guide the patient to maximum independence in ADL's. The student will learn basic principles of biomechanics and the application of these to safe transfers. The student will learn to assess needs and instruct in ADL techniques, as well as to fit and instruct patients in the safe use of ambulatory aids and orthotic devices. Instruction in wound care, in lower extremity amputations and prosthetics, in architectural barriers, and in pulmonary care is provided. Assessment techniques pertinent to the above topics are taught and practiced. 6 quarter hours

PTA2021 Therapeutic Exercise and Orthopedic Applications
Prerequisites: PTA1006, PTA2000
Corequisite: PTA1008
PTA2021 studies the use of exercise techniques to impact the musculoskeletal system to increase strength, normalize range of motion, improve balance and coordination in the performance of movement, correct postural dysfunction, and promote wellness. Students will also study measurement techniques appropriate to exercise programs. 6 quarter hours

PTA2046 Advanced Habilitation/Rehabilitation
Prerequisites: PTA1008, PTA2021
Corequisites: PTA2047, PTA2050
This course introduces the student to the theory and practice of advanced rehabilitation techniques for the complex and multiply diagnosed individual. Emphasis is on the patient with neurological dysfunction, as well as those with special rehabilitation needs due to mental and cognitive disorders. 6 quarter hours

PTA2047 Essentials of Clinical Care
Prerequisites: PTA1008, PTA2021
Corequisites: PTA2046, PTA2050
Under the direct supervision of a physical therapist or physical therapist assistant, the student will have the
opportunity to integrate didactic and laboratory learning by demonstrating selected clinical competencies. Specifically those competencies related to basic organization, professional interaction, and practice of clinical skills learned in the preceding three academic terms. This is a minimum of 52, maximum of 60 hours unpaid clinical externship. 2 quarter hours

PTA2048 Clinical Externship I
Prerequisites: PTA2046, PTA2047, PTA2050
Corequisite: PTA2049
This is a minimum of 220, maximum of 240 hours of unpaid clinical externship through which students perform and validate their professional competencies under the direct supervision of a licensed physical therapist or physical therapist assistant. 8 quarter hours

PTA2049 Current Rehabilitation Issues
Prerequisites: PTA2046, PTA2047, PTA2050
Corequisite: PTA2048
This is a lecture discussion course consisting of presentations designed to acquaint the student with the latest practice techniques and venues used in the care of patients requiring physical therapy intervention. Presentations will be made by local clinicians as well as by students, based on an independent study conducted during the first 7 weeks of the term in fulltime clinical rotation PTA2048. 4 quarter hours

PTA2050 Professional Seminar
Prerequisites: PTA 1008, PTA 2021
Corequisites: PTA 2046, PTA2047
Professional Seminar allows the students to self-teach and to learn skills associated with utilization of learning, community, and other resources in the gathering of new knowledge. The ability to communicate effectively in writing and orally, to professional and community groups, is stressed. 4 quarter hours

PTA2099 Clinical Externship II
Prerequisites: PTA 2048, PTA 2049
This continuation of PTA 2048 is an additional minimum of 360, maximum of 400 hours of unpaid clinical externship, through which students perform and validate their professional competencies under the direct supervision of a licensed physical therapist. 12 quarter hours

SOC1001 Introduction to Sociology
This course serves as an introduction to the study of human social development, its organizations, and its institutions. It teaches the student to look at our society and others from a sociological perspective. Specific areas covered are group dynamics, social deviance, gender equality, racial and ethnic relations, the family, religion, and education. 4 quarter hours

SPC1026 Public Speaking
This course is designed to prepare the student to develop and improve the ability to communicate. Self-expres-
sion, preparation of effective speeches, and development of speaking and listening skills will be emphasized. 4 quarter hours

**UVC1000 Strategies for Success**

Designed to help entering students develop a more effective approach to college, this course emphasizes positive self-evaluation, motivation, goal setting, performance conditioning, and other skills necessary for life/career success. 4 quarter hours

**UVC1010 Keyboarding I**

This course concentrates on complete knowledge of the keyboard. Emphasis is on the development of touch typing and proper typing techniques. 4 quarter hours

**UVC1021 Introduction to Word Processing**

Co- or Pre- requisite: ENG1001

Introduction to Word Processing familiarizes students with the concepts of word processing software. Students are trained to use the basic functions of word processing software in the production of various types of documents. 4 quarter hours
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