

Welcome to the 2014-2015 Undergraduate Catalog of Adventist University of Health Sciences

Nurture • Excellence • Spirituality • Stewardship

The information in this *Academic Catalog* accurately reflects policies of Adventist University of Health Sciences (ADU) in force at the time of publication.

Students in the Department of Health and Biomedical Sciences are admitted under, and are subject to, the provisions of the *Academic Catalog* for the year they initially enroll.

Students in degree programs are admitted under, and are subject to, the provisions of the *Academic Catalog and applicable supplements* for the year they are admitted and matriculate into a program at Adventist University. If for any reason a break in attendance of one or more academic calendar years occurs, students must satisfy the *Academic Catalog* requirements for the year of their re-entry.

The provisions of this *Academic Catalog* are not to be regarded as an irrevocable contract between the student and Adventist University. The University reserves the right to change any provision or requirement at any time. University administration reserves the right to institute and give public notice of such changes as it deems necessary during the period for which this *Academic Catalog* is in effect.

The archived *Academic Catalog* (PDF document) is the official source of information for all Adventist University academic policies and procedures, courses of instruction, and other information pertinent to the University. Changes to the archived *Academic Catalog* will be published in Spring and/or Summer *Academic Catalog Supplements* as official addendums.

Introduction

University History

Nurture, Excellence, Spirituality, Stewardship! These four words describe the vision of Adventist University of Health Sciences, a vision with a century-long heritage. The Florida Hospital School of Nursing operated on this site from 1913 until 1958, when Southern Missionary College (now Southern Adventist University) began sending nursing students from Tennessee to Orlando for clinical experience. In 1983, Southern Missionary College opened an Orlando Center, offering an associate degree in Nursing. Florida Hospital founded a School of Practical Nursing on this campus in 1964 and also offered certificate programs in Radiography (1962) and Sonography (1988).

In 1992, Florida Hospital College of Health Sciences began with the merger of four programs—the Associate of Science degree in Nursing, Practical Nursing, Radiography, and Sonography—to form a new school. The University became a baccalaureate-granting institution in 1998 when it took over the Southern Adventist University Bachelor of Science Nursing Program. Since then, the University has added associate degree programs in Nuclear Medicine, Occupational Therapy Assistant, and Pre-Professional Studies. Six baccalaureate programs have also been added: distance-learning degrees in Radiologic Sciences, Diagnostic Medical Science and Nursing, and on-campus degrees in Health Sciences, Biomedical Sciences, and Nuclear Medicine. In 2008, the University began its first graduate program, offering a master's degree in Nurse Anesthesia. The second, a master's degree in Occupational Therapy began fall 2011. The third, a master's degree in Healthcare Administration will begin in the fall of 2013. Building on its rich educational heritage, Adventist University continues to grow as an institution with a commitment and passion for healthcare as ministry.

Mission Statement

Adventist University of Health Sciences, a Seventh-day Adventist institution, specializes in the education of professionals in healthcare. Service-oriented and guided by the values of Nurture, Excellence, Spirituality, and Stewardship, the University seeks to develop leaders who will practice healthcare as a ministry.

Vision Statements

These four words and their accompanying definitions are an identification and explanation of the values underlying the University Mission Statement. They play a vital role in the fulfillment of this Mission.

Nurture

Adventist University will be an institution that encourages the personal and professional growth of its students, faculty, and staff by nourishing their spiritual development, fostering their self-understanding, and encouraging a zeal for knowledge and service.

Excellence

Adventist University will be an institution whose programs are built upon an optimal blend of superior pedagogy, technology, and spiritual values, a blend designed to lead to the highest level of professional practice by its graduates.

Spirituality

Adventist University will be an institution where Christian professionalism is such an integral part of its programs and practices that it becomes the distinguishing characteristic of the organization.

Stewardship

Adventist University will be an institution where the wise stewardship of its human, intellectual, financial, and physical resources enables the University to achieve outcomes consistent with its mission.

Learning Outcomes

Adventist University strives to create an educational environment that fosters the inculcation of its four core values: Nurture, Excellence, Spirituality, and Stewardship. From those four ideals the University has identified seven learning outcomes which inform its curricular and extracurricular endeavors with the goal that they be manifested in the lives of its graduates.

Caring

The ADU graduate will be a caring professional who possesses a willingness to nurture other individuals in the context of healthcare as a ministry.

A caring individual:

1. Defines the concept of caring.
2. Identifies the principles of caring.
3. Engages in caring behaviors.
4. Analyzes the impact of caring behaviors in healthcare.
5. Evaluates caring behaviors of one's self and others in healthcare.
6. Constructs new caring strategies for quality improvement in healthcare.

Communication

The ADU graduate will be an effective communicator who possesses appropriate verbal, nonverbal and written skills in the practice of healthcare as a ministry.

The effective communicator:

1. Employs appropriate mechanics, grammar, and word usage based on American Standard English.
2. Organizes and presents thoughts in a coherent form.
3. Adapts both written and oral communication to the target audience.
4. Analyzes and critiques the communication of oneself and/or others.
5. Reads and evaluates research reports within the healthcare field.
6. Designs and presents scholarly activity.

Critical Thinking

The ADU graduate will be a critical thinker who gathers relevant information and analyzes and uses that knowledge in practicing healthcare as a ministry.

The critical thinker:

1. Identifies critical thinking strategies.
2. Interprets meaning using critical thinking strategies.
3. Classifies information using critical thinking strategies.
4. Develops solutions for complex problems.
5. Evaluates solutions for complex problems.
6. Uses critical thinking strategies in the design and implementation of scholarly activities.

Ethical/Moral

The ADU graduate will exhibit the characteristics of a Christian professional, treating everyone with respect and dignity in the context of healthcare as a ministry.

The ethical/moral individual:

1. Identifies the principles of moral/ethical behavior.
2. Illustrates principles of ethical/moral behavior.
3. Rates or ranks the importance of ethical/moral principles.
4. Applies ethical/moral principles in decision making.
5. Evaluates the ethical/moral principles in healthcare practice.
6. Integrates ethical/moral principles in healthcare practice.

Professional Expertise

The ADU graduate will demonstrate professional expertise by passing appropriate professional examinations and exhibiting proficiencies within the context of healthcare as a ministry.

The professional:

1. Demonstrates an adequate knowledge base of profession.
2. Performs skills appropriate to the clinical environment.
3. Advocates for the patients.
4. Examines the impact and effectiveness of the profession.
5. Supports the profession within the arena of healthcare.
6. Constructs new ideas and/or practices for improvement in the profession.

Service to the Community

The ADU graduate will be one who fulfills their social, civic and environmental responsibilities in their involvement of healthcare as a ministry.

The serving individual:

1. Identifies the needs of underserved populations.
2. Explains the importance of participating in a professional community.
3. Examines strategies to provide service to the community.
4. Engages with civic entities.
5. Evaluates service opportunities completed through self-reflection and peer evaluations.
6. Designs solutions to assist populations in need.
- 7.

Lifelong Learning

The ADU graduate will be a lifelong learner who pursues excellence and the ongoing acquisition of knowledge and professional expertise.

The lifelong learner:

1. Defines the principles of lifelong learning.
2. Reflects on learning strategies.
3. Engages in a variety of learning opportunities.
4. Demonstrates information fluency.
5. Examines growth and improvement in learning experiences.
6. Develops a personal plan for lifelong learning.
- 7.

Assessment of Learning Outcomes

Adventist University of Health Sciences believes that assessment of learning outcomes and general education competencies should include:

- Both direct and indirect measures
- Assessments at the class level where a variety of techniques can be employed
- Student self-assessment
- Alumni self-assessment
- Use of nationally normed instruments where appropriate and available.

Academic Calendar

Main Campus, Denver Site, and Distance Academic Calendar

Fall 2014 Trimester, September 2 - December 12, 2014

July 1	New student application deadline for fall (<i>Main Campus, Denver</i>)
July 7 - September 5	Returning student registration (<i>Main Campus, Denver</i>)
July 7 - August 8	Distance student registration (New and Returning)
July 14 - September 5	New student registration (<i>Main Campus, Denver</i>)
July 18	Distance application deadline
July 21	Financial Aid application deadline for fall
September 2	Classes begin
September 5	Last day to register, add a class, drop a class with no record, or change to audit
September 16	Convocation
November 14	Last day to withdraw from classes and receive a "W" (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).
November 17	First day all withdrawals receive a grade of "WF" (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).
November 26 - 28	Thanksgiving holiday break, no classes
December 8 - 12	Final examinations

December 15	Graduation ceremony
December 15 - January 2	Christmas holiday break, no classes

Spring 2015 Trimester, January 5 - April 17, 2015

November 1, 2014	New student application deadline for spring (<i>Main Campus, Denver</i>)
November 3, 2014 - January 9, 2015	Returning student registration (<i>Main Campus, Denver</i>)
November 3, 2014 - December 12, 2014	Distance student registration (New and Returning)
November 10, 2014 - January 9, 2015	New student registration (<i>Main Campus, Denver</i>)
November 19	Distance application deadline.
November 21, 2014	Financial aid application deadline for spring
January 5	Classes begin
January 9	Last day to register, add a class, drop a class with no record, or change to audit
January 19	Martin Luther King Jr. Day, no classes
February 23 - 27	Spring term break, no classes
March 4	Spring Picnic
March 27	Last day to withdraw from classes and receive a "W" (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).
March 30	First day all withdrawals receive a grade of "WF" (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates.)
April 13 - 17	Final examinations

April 20	Graduation ceremony
April 20 - May 1	No classes

14-Week Summer '15 Trimester, May 4 – Aug. 7, 2015

March 1	New student application deadline for summer (<i>Main Campus, Denver</i>)
March 16 - May 8	Returning student registration (<i>Main Campus, Denver</i>)
March 16 - April 17	Distance student registration (New and Returning)
March 23 - May 9	New student registration (<i>Main Campus, Denver</i>)
March 30	Financial aid deadline for summer
May 4	Classes begin
May 8	Last day to register, add a class, drop a class with no record, or change to audit
May 25	Memorial Day, no classes
July 3	July 4th holiday, no classes
July 17	Last day to withdraw from classes and receive a "W" (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).
July 20	First day all withdrawals receive a grade of "WF" (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).
August 3 - 7	Final examinations
August 10 - 28	Summer break, no classes

First 7-Week Summer '15 Session, May 4 - June 20, 2015

March 1	New student application deadline for summer (<i>Main Campus, Denver</i>)
March 16 - May 8	Returning student registration (<i>Main Campus, Denver</i>)
March 16 - April 17	Distance student registration (New and Returning)
March 23 - May 8	New student registration (<i>Main Campus, Denver</i>)
March 27	Distance application deadline.
March 30	Financial aid deadline for summer
May 4	Classes begin
May 8	Last day to register, add a class, drop a class with no record, or change to audit
May 25	Memorial Day, no classes
June 5	Last day to withdraw from classes and receive a "W"
June 8	First day all withdrawals receive a grade of "WF"
June 15 - 19	Final examinations
August 10 - 28	Summer break, no classes

Second 7-Week Summer '15 Session, June 22 - August 7, 2015

March 1	New student application deadline for summer (<i>Main Campus, Denver</i>)
March 16 - May 8	Returning student registration (<i>Main Campus, Denver</i>)
March 16 - April 17	Distance student registration (New and Returning)

March 23 - May 8	New student registration (<i>Main Campus, Denver</i>)
March 30	Financial aid deadline for summer
May 8	Last day to register, add a class, or change to audit
June 22	Classes begin
June 26	Last day to drop a class with no record
July 3	July 4th holiday, no classes
July 21	Financial aid deadline for fall
July 24	Last day to withdraw from classes and receive a "W"
July 27	First day all withdrawals receive a grade of "WF"
August 3 - 7	Final examinations
August 10 - 28	Summer break, no classes

Session Dates: 2014-2015

Fall Trimester: FA 14

Thanksgiving Break: November 26-28, 2014

Graduation: December 15, 2014

September 02, 2014 - December 12, 2014	14 Weeks
September 02, 2014 - October 17, 2014	7 Weeks
September 02, 2014 - October 03, 2014	5 Weeks
October 06, 2014 - November 07, 2014	5 Weeks

October 20, 2014 -
December 12, 2014 7 Weeks

November 10, 2014 -
December 12, 2014 4 Weeks

Spring Trimester: SP 15

Spring Break: February 23 - 27, 2015
Graduation: April 20, 2015

January 05, 2015 - April 17,
2015 14 Weeks

January 05, 2015 - February
20, 2015 7 Weeks

January 05, 2015 - February
06, 2015 5 Weeks

February 09, 2015 - March
20, 2015 5 Weeks

March 2, 2015 - April 17,
2015 7 Weeks

March 23, 2015 - April 17,
2015 4 Weeks

Summer Trimester: SU 15

May 04, 2015 - August 07,
2015 14 Weeks

May 04, 2015 - June 19,
2015 7 Weeks

May 04, 2015 - June 05,
2015 5 Weeks

June 08, 2015 - July 10,
2015 5 Weeks

June 22, 2015 - August 07,
2015 7 Weeks

July 13, 2015 - August 07,
2015 4 Weeks

General Information

Accrediting Bodies

Southern Association of Colleges and Schools (SACS)

Adventist University of Health Sciences is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Certificates, Associate's, Baccalaureate's, and Master's degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Adventist University of Health Sciences.

Note: The Commission is to be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard.

Accrediting Association of Seventh-day Adventists Schools, Colleges, and Universities

12501 Old Columbia Pike
Silver Spring, Maryland 20904
Phone: (301) 680-5068; Fax: (301) 622-9627

Accreditation Commission for Education in Nursing (ACEN)

3343 Peachtree Road NE, Suite 850
Atlanta, GA 30326
Phone: (404) 975-5000, Ext. 153; Fax: (404) 975-5020
www.acenursing.org

Commission on Accreditation of Allied Health Education Programs (CAAHEP)

1361 Park Street
Clearwater, Florida 33756
Phone: (727) 210-2350

Joint Review Committee on Education in Radiologic Technology (JRCERT)

20 N. Wacker Drive, Suite 2850
Chicago, Illinois 60606-3182
Phone: (312) 704-5300; Fax (312) 704-5304
E-mail: mail@jrcert.org

Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)

ACOTE
c/o Accreditation Department
American Occupational Therapy Association (AOTA)
4720 Montgomery Lane, Suite 200
Bethesda, MD 20814-3425
Phone: (301) 652-AOTA
www.aota.org
www.acoteonline.org

Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT)

2000 W. Danforth Road, Suite 130, #203
Edmond, Oklahoma 73003

Phone: (405) 285-0546
E-mail: jrcnmt@coxinet.net

Inquiries about Adventist University of Health Sciences accreditation should be directed to the Office of Institutional Effectiveness.

Licensing Body

Florida Board of Nursing

4052 Bald Cypress Way, Bin C02
Tallahassee, Florida 32399-3252
Phone: (850) 245-4158; Fax: (850) 245-4172

Governing Academic Catalog

This *Academic Catalog* covers general questions relating to the academic policies that are to be observed by the student during the 2014-2015 academic year beginning with the fall trimester. It is the responsibility of the student to know the policies contained in this document. Problems and/or questions should be referred to the student's department chair or the Office of Academic Administration. The responsibility for meeting degree or certificate requirements rests with the student.

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Policies Regulating the Current Catalog

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Attendance and Progression at Adventist University of Health Sciences

The admission of students to Adventist University of Health Sciences (ADU), their progression and status, the awarding of academic credits, and the conferral of degrees are all subject to the ordinary regulatory powers of ADU. The University reserves the right to cancel, at its discretion, any of these privileges for reasons considered sufficient by the administration.

The Office of Academic Administration reserves the right to review the work of any student and, in consultation with the department chair and faculty, to dismiss those students who are not making satisfactory academic progress.

Disciplinary Authority

The disciplinary authority of Adventist University of Health Sciences is vested in the President, those asked by the President to act on his behalf, and in the committees and administrators of Adventist University on whom jurisdiction may be conferred for specific cases and specific areas of responsibility.

Nondiscrimination Statement

Adventist University of Health Sciences maintains a policy of equal education opportunity for all applicants without regard to sex, race, age, marital status, disability, sexual orientation, color, or national or ethnic origin. Adventist University does not discriminate in its educational or admission policies, financial affairs, employment programs, student life, or services in any University- administered program.

This notice is provided as required by the Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the Title IX Coordinator, Starr Bender, at:

Adventist University of Health Sciences
Compliance/Human Resources
Attn: Starr Bender
671 Winyah Drive
Orlando, FL 32803
Ph. (407) 303-5765
starr.bender@adu.edu

Rehabilitation Act (1973) Section 504: Services for Students with Special Needs

Adventist University of Health Sciences is dedicated to the elimination of architectural and prejudicial barriers that prevent any qualified person from attending. All applications are welcome. Students who anticipate the need for special services are encouraged to contact the Marketing and Public Relations Department to arrange a visit to the campus. During the visit, applicants will receive information about campus life and can discuss with the Office for Students with Disabilities any information pertinent to their personal needs.

All students with a documented disability, whether or not they are seeking accommodations, should contact the Office for Students with Disabilities when applying to the University. This is recommended to ensure timely implementation of accommodations should the student request it during his or her attendance at Adventist University.

The Office for Students with Disabilities will request completion of a *Voluntary Declaration of Disability Form*. This form will direct the Office regarding the student's necessary support documentation.

If the student requests accommodation, that student must provide the Office for Students with Disabilities the requested current, official documentation related to his or her disability. That documentation will be used to determine the type and extent of accommodation that is most reasonable and effective for that student.

If the Office for Students with Disabilities agrees to accommodations, the student must submit a copy of his or her class schedule and proof of payment. The Office will notify each of the student's instructors of his or her needs once the student has completed the *Release of Information Form*. The instructor will receive an *Academic Accommodation Form* explaining the accommodations necessary for that student.

For each subsequent trimester, it is the student's responsibility to notify the Office for Students with Disabilities of his or her updated class schedule. A *Release of Information Form* must also be submitted each trimester that the student is requesting accommodations.

At any time, students may request in writing to discontinue any information sharing related to their disability. They may request to discontinue their accommodations at any time. Questions or concerns should be brought to the attention of the Office for Students with Disabilities.

Student Rights and Confidentiality of Records

The Family Educational Rights and Privacy Act (FERPA) afford eligible students certain rights with respect to their education records. (An "eligible student" under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution.) These rights include:

1. Access to Records

- A. The right to inspect and review the student's education records within 45 days after the day the University receives a request for access. A student should submit his or her request to the registrar. The school official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the school official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

2. Amendment of Records

- A. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the university to amend a record should write the school official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. *Students may not request amendments to records as a mechanism to challenge grades that they received in a course (unless the claim is based solely on an administrative issue).*
- B. If the university decides not to amend the record as requested, the university will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing. *Students will be allowed to include explanatory comments with the record that they believe should have been amended but the University has decided not to modify.*

3. Disclosure of Personally Identifiable Information

- A. The right to provide written consent before the university discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The school discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of

trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of the University who performs an institutional service of function for which the University would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks.

4. **File a Complaint**

- A. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

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

Disclosure Without Consent

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. A postsecondary institution may disclose PII from the education records without obtaining prior written consent of the student:

- To other school officials, including teachers, within the University whom the University has determined to have legitimate educational interests. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as a State postsecondary authority that is responsible for supervising the University's State-supported education programs. Disclosures under this provision may

be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To a court if a parent or student has initiated legal action against an educational agency or institution, or if an educational agency or institution has initiated legal action against a parent or student. (§99.31(a)(9)(iii)(A) and (B))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the university has designated as "directory information" under §99.37. (§99.31(a)(11))
- To a victim of an alleged perpetrator of a crime of violence or a nonforcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))
- To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))
- To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the University, governing the use or possession of alcohol or a controlled substance if the University determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))
- To comply with required disclosures regarding sex offenders and other individuals who must register under section 170101 of the Violent Crime Control and Law Enforcement Act of 1994, 42 USC 14071. (§99.31(a)(16))

Student Records and Directory Information

- All medical records and disability reports are to be kept in a secure location on campus separate from the student's academic record. Academic records are kept in the Office of the Registrar.
- Directory information may be released to the news media and other persons upon request. Adventist University may choose **not** to disclose directory information. Further, the University may choose to release directory information but **limit the scope** of the release to specific parties, for specific purposes, or both. Such information includes the following:
 - Name
 - Address
 - Dates of attendance
 - Degrees and awards received
 - E-mail
 - Enrollment status
 - Most recent educational institution attended
 - Major field of study
 - Photograph
 - Year in school (freshman, etc.)
- Students have the right to submit a request in writing to the Office of the Registrar to block the release of all or part of their directory information. To ensure confidentiality, this request must be completed and turned in by the end of the drop/add period of each trimester. *Students cannot opt-out of disclosure of their name, institutional email addresses, or electronic identifier in their classroom.*
- Personal information will be disclosed solely after a written consent is submitted. Students who choose to have their records released to a third-party, such as a parent or spouse, must fill out a *Records Release Form* with the Office of the Registrar.
- All documents submitted to Adventist University of Health Sciences become the property of the University.

Federal Drug-Free Workplace

It is the policy of Adventist University of Health Sciences (ADU) to maintain a safe and healthful environment for its students. A tobacco/alcohol/drug-free lifestyle for students is the goal. Therefore, it is the University's policy that the manufacture, distribution, and possession of illicit drugs are strictly prohibited. The use of tobacco, alcohol, and illicit drugs on the University campus or during any school-sponsored activity or event is strictly prohibited.

All students and University employees are provided annually with a copy of the ADU Drug Policy in which both University and legal sanctions for inappropriate drug use are detailed and

the known health risks associated with inappropriate drug use are described. For the complete ADU Alcohol/Tobacco/Drug Policy, see the *Student Handbook*.

Educational Philosophy

Adventist University of Health Sciences, a Christian institution, is built on the belief that God is the Creator and Sustainer of all things. This concept provides the foundation for the holistic approach Adventist University takes toward human life. The general education curriculum endeavors to enhance students' search for God, encourage a respect for themselves and others, and expand their appreciation for all aspects of creation.

The faculty believe that a quality educational program should offer students the opportunity to develop the personal and professional skills which will enable them to succeed in today's complex and fast-changing world. To achieve this success, graduates should be knowledgeable in a broad range of disciplines, including religion; the humanities; the natural, behavioral, and social sciences; health and well-being; oral and written communication; mathematics; and computer science.

Philosophy of Healthcare

All incoming students are required to take and successfully complete, with a minimum grade of C (2.00), the course *Philosophy of Healthcare* during their first trimester. This two- or three-credit course will help students prepare to be successful at the University and also set the stage for their career as healthcare professionals.

Communication Requirements

All degree-seeking candidates must complete two written communication courses: ENGL 101 and ENGL 102. For other courses to qualify as written communication courses, there must be a minimum of 2,000 cumulative words written for each course. The writing in such courses will be evaluated for effectiveness, organization, clarity, and coherence, as well as grammar, punctuation, and usage of standard written English. The student will be provided feedback on the written work submitted.

Students will be required to demonstrate oral communication skills as part of their program. The presentation must be specifically assigned as an oral presentation made in a formal setting and must be evaluated not only according to the content criteria of the assignment, but also according to basic speech criteria appropriate for the style of presentation.

Communication Policy

Adventist University of Health Sciences (ADU) employs three electronic modes of communication to meet the needs of its student population. Instructors will communicate in their syllabus their preferred method of communication with their students. This will vary from course to course. It is expected that all students will check these electronic modes of communications at least weekly. Students are held accountable for all information communicated to them through these systems.

- **My Academic Resource System (MARS):** MARS is used primarily for communication between students and key offices on campus relating to their enrollment and progression at Adventist University. Students can access their academic advisor or ask questions about placement testing in addition to communicating with the following departments or offices: Enrollment Services, Business Office, Registrar, Financial Aid, Bookstore, Residence Hall, and Student Services. All communication in MARS is logged and recorded for future reference. To access MARS:
 - Log in to my.adu.edu
 - Under Academics, click on My Messages.
- **Adventist University E-mail Account:** Adventist University e-mail accounts will be used to inform students of upcoming events, such as social events, registration and application information, school closings, and department-specific communications.
- **E-Learning E-mail:** The e-learning courseware management system includes an e-mail component which allows the members of the course and their instructors to communicate with each other. The instructors who utilize the e-learning courseware management systems will communicate in their syllabus their preferred method of communication with their students. This will vary from course to course.

Admission Information

Applying to Adventist University of Health Sciences

The Office of Enrollment Services assists prospective students, applicants, and current students with any needs relating to general admission to Adventist University of Health Sciences (ADU) or to a specific program. The office is located on the first floor of the Campus Center Building and can be reached by calling 407-303-7742.

Important information for all incoming students:

- Students are required to have a laptop that meets the University specifications. Please refer to the Computer Initiative section in the *Academic Catalog*.
- Students will be required to take a course entitled Philosophy of Healthcare. Please refer to the Academic Information section in the *Academic Catalog*.
- Students are required to complete a screening process (including a background check, drug screening, and proof of immunizations) once admitted and before registration takes place. Specific instructions will be mailed to students with their admission letters.
- If an applicant discloses on his or her application that he or she may have been involved in a crime (whether convicted or not), he or she must submit the *License Eligibility Form* to the Office of Enrollment Services during the admission process.
- Transfer students should pay close attention to transfer of credit time limits. Some older courses may be ineligible for transfer.
- All students are required to complete a Proficiency Profile exam before or within their first trimester at Adventist University. This is a test of basic knowledge that will be repeated before graduation and will not affect a student's GPA. A hold will be placed on all students that have not taken this exam after the drop/add period in their first term.

It is understood that timely information regarding an applicant's admission status is very important. The following steps are used in processing the application paperwork once it has been received.

1. Applicants are required to use the online application found at <http://www.adu.edu/apply>. Once an application is started, the applicant's ADU ID number will be emailed to him or her and he or she will create a password at the same time. These credentials should be used to log in to <http://my.adu.edu>.
2. During the application process, prospective students are encouraged to contact their Campus Enrollment Specialist (407-303-7742) for information regarding processes and questions about becoming an Adventist University student. Email is the primary form of communication between applicants and Campus Enrollment Specialists during the

application process. Applicants will not be considered for General Studies admission until all application materials have been received, including the application fee.

3. Applicants who are not U.S. citizens must provide proof of legal residency.
4. Applicants will not be considered for General Studies admission until all application materials have been received, including the application fee, and the file is completed. Completed files will be reviewed by the Undergraduate General Studies Admission Committee. Students will be notified of the Committee's decision in writing. Admission status is available at <http://my.adu.edu>.
5. Admission to the University allows a student to take general education courses. Once students are admitted to General Studies, they will be eligible to apply to a program through their student page at <http://my.adu.edu>. Students should check their student page to ensure their file is complete and ready for consideration by the specific program(s) to which they are applying. A student must be admitted to a program before he or she can enroll in program-specific courses.
6. Applicants to Nursing and Occupational Therapy Assistant may repeat only two cognate courses one time each to remain eligible to enroll in either program. This includes any courses taken at other institutions.

Privacy Policy for Applicants to Adventist University

Adventist University of Health Sciences regards each applicant as an adult capable of transacting his or her own "business" relating to the application, enrollment, and progression processes at our University. Adventist University acknowledges the important role of family in the University decision. When applying, each applicant is given the opportunity to identify family members who have permission to discuss their admission file with our office. However, there are certain limitations to the information we can disclose to anyone but the applicant. Once an applicant is accepted, his or her information is subject to the Family Educational Rights and Privacy Act (FERPA).

Admission Deadline Information

All applicants must submit required admission materials by the admission deadline for the trimester in which they plan to enroll. Adventist University of Health Sciences does not accept late registration walk-ins. New applications received after the admission deadline will be considered for the following trimester.

General Admission and Program Admission

General admission to Adventist University of Health Sciences (ADU) does not guarantee admission to a program. Students wishing to enter a specific program should consult the individual program requirements.

Once a student is admitted to the University, he or she is then eligible to apply to an on-campus or Denver degree program. Program applications are accessible at <http://my.adu.edu>. Contact the Office of Enrollment Services with questions.

Admission Deadlines

Both General Studies and program admission have an established date by which completed admission files must be received for admission or readmission. The following table details the admission deadlines.

Degree Programs	Admission Material Submission Deadline- Admission Review Begins	Program Begins
Note: Admission dates are subject to change. Contact the Office of Enrollment Services or visit www.adu.edu for additional information.		
General Studies / Post-Baccalaureate / Non-Degree Seeking		
July 1	Fall	
November 1	Spring	
March 1	Summer	
Early Acceptance Priority		
February 1	Fall	
Associate Degrees		
Diagnostic Medical Sonography - General Ultrasound	December 15	Summer
Diagnostic Medical Sonography - Cardiovascular Ultrasound	December 15	Summer
Occupational Therapy Assistant	May 1	Fall

Pre-Professional Studies	Ongoing	Summer Fall Spring
Radiography	December 1	Summer
Bachelor Degrees		
Biomedical Sciences	Ongoing	Summer Fall Spring
Health Sciences	Ongoing	Summer Fall Spring
Nuclear Medicine Technology	May 15	Fall
Nursing	April 15 August 15 December 15	Fall Spring Summer
Bachelor Completion Programs (Distance Education Online)		
Diagnostic Medical Sonography	July 18, 2014 November 19, 2014 March 27, 2015	Fall Spring Summer
Nursing (RN-BSN)	July 18, 2014 November 19, 2014 March 27, 2015	Fall Spring Summer
Radiologic Sciences	July 18, 2014 November 19, 2014 March 27, 2015	Fall Spring Summer
Master's Degrees		
Healthcare Administration	April 1	Fall
Nurse Anesthesia	February 1	Spring

Occupational Therapy	March 1	Fall
Physical Therapy	December 1	Fall
Physician Assistant	October 1	Summer
Graduate General Studies		
November 1		Spring
March 1		Summer

General Studies Admission - Undergraduate

Students seeking admission to Adventist University of Health Sciences must complete their admission file and meet the following general requirements.

Freshman Admission Requirements

Applicants will be considered for General Studies admission when they:

1. Submit an application online and a nonrefundable \$20 application fee. Paperwork received without an application on file will not be processed. Admission files will not be considered complete until the application fee is paid.
2. Present evidence of graduation with the minimum of a standard diploma from a public high school or accredited private school¹ with a minimum unweighted GPA of 2.50 or passing GED scores (see below) on an official transcript.
 - a. Passing GED scores are identified as:
 - i. **1988 Series:** a minimum score of 50 on each section of the test (with a minimum total score of 250 to be considered for Regular admission status. Applicants with total scores of 225-249 will be considered for Probationary admission status.
 - ii. **2002 Series:** Applicants must present a minimum score of 410 on each section of the test (with a minimum total score of 2500) to be considered for Regular admission status. Applicants with total scores of 2250-2499 will be considered for Probationary admission status.
 - iii. **2014 Series:** Applicants must present a minimum score of 150 on each section of the test (with a minimum total score of 600) to be considered for Regular admission status. Applicants with total scores of 540-599 will be considered for Probationary admission status.

3. Submit official transcripts from all colleges previously attended if the applicant received dual-enrollment credit while in high school. Admission GPAs will be calculated based on credits and grades from regionally accredited institutions only. Transcripts must be mailed or delivered electronically directly to the Office of Enrollment Services from each institution attended. Hand-delivered or faxed copies will not be considered official. Unofficial transcripts¹ may be used for preliminary admission calculations. Failure to disclose all colleges previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by World Education Services. This is the only company from which we will accept transcript evaluations.
 - a. Applicants with 12 or more college-level credits from a regionally accredited college are exempt from the minimum high school GPA requirement. Only the cumulative college GPA will be used for admission purposes. This includes high school students with 12 or more college-level credits.
4. Students who graduated from a high school not recognized by their State Education Department or homeschooled students will need to provide their final official high school transcript with at least a 2.50 GPA and one of the following:
 - a. Submit a 2.50 GPA on 12 hours of college-level academic work from a regionally accredited college, or
 - b. Submit official passing scores on the GED test (see above), or
 - c. Submit SAT results (Critical Reading and Math combined) with a minimum score of 910, or
 - d. Submit ACT results with a minimum composite score of 19.
5. Transcripts submitted from homeschool graduates in which the applicant's parent was their instructor must have the transcript notarized before submission. If the applicant will be seeking financial aid, passing GED scores will also be required for packaging but are not required for admission.
6. Submit official transcripts for College Level Examination Program (CLEP), Advanced Placement (AP), and/or International Baccalaureate (IB) coursework, only if the applicant would like them to be considered for transfer of credit.
7. Submit official ACT or SAT scores. Applicants with 24 or more college-level credits from a regionally accredited institution may be exempt from this requirement. ACT and SAT scores will be used to determine placement and advising.
 - ACT: Applicants scoring less than a 14 on any section of the ACT will not be granted admission. Applicants scoring less than a 19 composite on the ACT or an individual score of less than 19 on the English or math portions will be placed into introductory classes for English, math, and/or anatomy. Once admitted, students are able to take a placement test to try to place into a higher course.
 - SAT: The minimum SAT is the combination of the Critical Reading and Math sections. Applicants scoring less than a 690 on the SAT will not be granted admission. Applicants scoring less than a 910 combined SAT score or an individual score of less than 470 on the Critical Reading or math portions will be placed into introductory classes for English, math, and/or anatomy. Once

admitted, students are able to take a placement test to try to place into a higher course.

8. Provide evidence of English language proficiency for those applicants for whom English is not their primary language or who have graduated from a non-English speaking school (see English Language Proficiency section).

¹ The Office of Enrollment Services accepts unofficial transcripts during the admission process and will use them in part to consider granting Provisional admission status. Unofficial transcripts will be accepted from the student or by fax from the institution, but must be as similar to an official transcript as possible. Key elements must include courses taken, grades earned, credit hours, quality points, term GPAs, and the cumulative GPA. Degree audits and class schedules will not be accepted as unofficial transcripts. Courses will not be transferred at any time based on unofficial transcripts.

Transfer Admission Requirements

Applicants will be considered for General Studies admission when they:

1. Submit an application online and a nonrefundable \$20 application fee. Paperwork received without an application on file will not be processed. Admission files will not be considered complete until the application fee is paid.
2. Submit official transcripts from all colleges previously attended. Admission GPAs will be calculated based on credits and grades from regionally accredited institutions only. Transcripts must be mailed or delivered electronically directly to the Office of Enrollment Services from each institution attended. Hand-delivered or faxed copies will not be considered official. Unofficial transcripts¹ may be used for preliminary admission calculations. Failure to disclose all colleges previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by World Education Services. This is the only company from which we will accept transcript evaluations.
 - a. Applicants with fewer than 24 college-level credits from a regionally accredited college must submit official high school transcripts and ACT or SAT scores. Please see Freshman Admission Requirements for the score requirements.
 - b. Applicants with more than 24 college-level credits from a regionally accredited college are not required to submit official high school transcripts for admission purposes but may be required to submit them for financial aid purposes. Applicants will be notified if this is required
3. Present a minimum cumulative GPA of 2.50 (on a 4.00 scale) on all previous college-level academic work from the above institutions.
4. Submit official transcripts for College Level Examination Program (CLEP), Advanced Placement (AP), and/or International Baccalaureate (IB) coursework, only if the applicant would like them to be considered for transfer of credit.

5. Provide evidence of English language proficiency for those applicants for whom English is not their primary language or who have graduated from a non-English speaking school (see English Language Proficiency section).

¹ The Office of Enrollment Services accepts unofficial transcripts during the admission process and will use them in part to consider granting Provisional admission status. Unofficial transcripts will be accepted from the student or by fax from the institution, but must be as similar to an official transcript as possible. Key elements must include courses taken, grades earned, credit hours, quality points, term GPAs, and the cumulative GPA. Degree audits and class schedules will not be accepted as unofficial transcripts. Courses will not be transferred at any time based on unofficial transcripts.

Early Acceptance

Applicants completing their senior year of high school will be considered for Early Acceptance when they:

1. Submit an application online and a nonrefundable \$20 application fee. Paperwork received without an application on file will not be processed. Admission files will not be reviewed until the application fee is paid.
2. Present evidence of completion of at least the junior year from a high school recognized by that state's Department of Education with a minimum unweighted GPA of 3.00 on an official transcript. Homeschooled students whose parent is their instructor must have their transcript notarized before submission.
3. Submit official transcripts from any college in which the applicant is dual-enrolled. If the applicant has completed more than 12 college-level credits with no grade below a "C", a minimum GPA of 2.75 will be acceptable for Early Acceptance status. If all courses are in progress and there are no official grades, an unofficial transcript is acceptable for Early Acceptance status only. Transcripts must be mailed or delivered electronically to the Office of Enrollment Services from each institution attended. Hand-delivered or faxed copies will not be considered official. Unofficial transcripts may be used for preliminary admission calculations. Failure to disclose all colleges previously attended could result in denial or dismissal.
4. Submit official transcripts for College Level Examination Program (CLEP), Advanced Placement (AP), and/or International Baccalaureate (IB) coursework only if the applicant would like them to be considered for transfer of credit.
5. Submit official ACT or SAT scores. Applicants must have scored a minimum of 19 composite on the ACT or 910 on the SAT (Critical Reading and Math combined).

Post-Baccalaureate

Applicants will be considered for Post-Baccalaureate admission when they:

1. Submit an undergraduate application online and a nonrefundable \$20 application fee. Paperwork received without an application on file will not be processed. Admission files will not be considered complete until the application fee is paid.
2. Submit official transcripts from all colleges previously attended. Admission GPAs will be calculated, based on credits and grades from regionally accredited institutions only. Transcripts must be mailed or delivered electronically directly to the Office of Enrollment Services from each institution attended. Hand-delivered or faxed copies will not be considered official. Unofficial transcripts¹ may be used for preliminary admission calculations. Failure to disclose all colleges previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by World Education Services. This is the only company from which we will accept transcript evaluations.
3. Present evidence of graduation with a Bachelor's degree from a regionally accredited institution. Applicants in the final term of their Bachelor's degree will be considered for admission once a letter is received from their institution confirming that they are on track to graduate.
4. Present a minimum cumulative GPA of 2.85 (on a 4.00 scale) on all previous college-level academic work from the above institutions.
5. Submit official transcripts for any College Level Examination Program (CLEP), Advanced Placement (AP), and/or International Baccalaureate (IB) coursework only if the applicant would like them to be considered for fulfillment of prerequisite requirements. CLEP scores reported on an official college transcript are also acceptable for this requirement.
6. Provide evidence of English language proficiency for those applicants for whom English is not their primary language or who have graduated from a non-English speaking school (see English Language Proficiency section).

¹ The Office of Enrollment Services accepts unofficial transcripts during the admission process and will use them in part to consider granting Provisional admission status. Unofficial transcripts will be accepted from the student or by fax from the institution, but must be as similar to an official transcript as possible. Key elements must include courses taken, grades earned, credit hours, quality points, term GPAs, and the cumulative GPA. Degree audits and class schedules will not be accepted as unofficial transcripts. Courses will not be transferred at any time based on unofficial transcripts.

Alumni Pursuing a New Course of Study

Graduates of Adventist University of Health Sciences who choose to pursue an additional degree program on campus or online must submit a program application from their student page for campus undergraduate programs or a *Program Reactivation Form* for distance programs. If a recent graduate would like to enroll for additional classes but will not be pursuing a new degree, he or she should go to Enrollment Services to complete an application for Non-Degree studies by the deadline for the trimester he or she would like to enroll.

Undergraduate alumni seeking admission to a graduate program must complete a new application online. All published admission requirements must be submitted by the deadline for the undergraduate or graduate program to which the alumni are applying.

Transcripts collected during the first admission cycle will not need to be resubmitted if applying to a campus undergraduate program as long as they are still in the possession of the University, are stored legibly in the University's archive system, and have not been subject to purging according to the Document Retention Policy. Course time limits may apply to courses previously taken at Adventist University.

Foreign Transcript Evaluations

Applicants who attended college outside the United States will be required to submit a foreign credential evaluation for that coursework. Adventist University of Health Sciences will accept evaluations **only** from World Education Services (WES). Evaluations received from any other transcript evaluation companies will not be considered to fulfill admission requirements.

Applicants are responsible for the cost of these reports and will need to follow the instructions provided by WES at www.wes.org related to submitting documentation. Please note that documents in a foreign language must be translated into English by a separate translation company and submitted with official transcripts to WES.

English Language Proficiency

While applying to the University, all students for whom English is not their primary language must demonstrate English proficiency in one of the following ways:

Course Options:

- Graduation from an English-speaking high school and successful completion of two semesters of high school English IV or English IV-ESOL with a minimum grade of "C"; or
- Successful completion of college-level English Composition I from an English-speaking regionally accredited college with a minimum grade of "C".

Testing Options:

- Successful completion of the English I CLEP exam; or
- A minimum score of 550 on the paper-based TOEFL exam; or
- A minimum score of 213 on the computer-based TOEFL exam; or
- A minimum score of 79 on the Internet-based TOEFL exam; or
- A minimum score of 19 on the English portion of the ACT.

Note: Course grades or test scores must be posted by the General Studies admission deadline. Students who do not meet the above criterion should complete courses elsewhere to

improve their English skills before enrolling at Adventist University of Health Sciences. TOEFL scores are valid for two years from the date of the test.

Applicants to Distance Education programs requiring proof of licensure may be exempt from proving English language proficiency due to having met these requirements as part of the licensure process. Adventist University of Health Sciences reserves the right to request additional proof of English language skills.

Applicant Integrity

Applicants who have not exhibited integrity and appropriate behavior during the application process or whose admission materials provide sufficient evidence that their character is not in keeping with the mission of Adventist University of Health Sciences may be denied admission.

Admission Statuses

Students are assigned an admission status by the Undergraduate General Studies Admission Committee based on admission requirements in one of the following categories: **Regular, Early Acceptance, Post-Baccalaureate, Probation, Provisional, or Non-degree Seeking**. A student's status may change, based on the satisfactory completion of initial admission requirements. Students granted one of the above admission statuses may register for courses (the only exception is for Early Acceptance which is explained in the Early Acceptance Status section). Students are assigned an academic advisor when accepted to Adventist University of Health Sciences.

Regular Status

Regular admission status is assigned to a student who has met the general admission requirements, has submitted all of the necessary official documents, and has a cumulative GPA of 2.50 or higher. This student will be allowed to enroll in general education courses offered by the Department of Health and Biomedical Sciences. Students with this status may be considered for acceptance to a degree program when they have fulfilled the admission requirements for that program.

Early Acceptance Status

Early Acceptance status is assigned to a high school student with a minimum GPA of 3.00 who has at least finished his or her junior year of high school and has submitted all of the necessary official documents except proof of high school graduation. Additionally, official ACT or SAT scores must be received. The minimum ACT score is 19 composite and the minimum SAT score is 910 (combined Critical Reading and Math). Before registering for Adventist University

courses, students must present evidence of graduation with the minimum of a standard high school diploma and submit official copies of all final high school transcripts showing a graduation date.

The final unweighted high school GPA will determine enrollment status:

- Regular-GPA 2.50 or higher
- Probationary-GPA 2.00 to 2.49

Students with an Early Acceptance status will be eligible to be considered for acceptance to a degree program only when they have fulfilled the admission requirements for that program and have submitted a final official high school transcript including the graduation date. Currently, Occupational Therapy Assistant is the only degree program that will consider Early Acceptance students for admission prior to successful high school graduation.

Post-Baccalaureate Status

Post-Baccalaureate status is assigned to a student who has previously earned a Bachelor's degree from a regionally accredited institution, has met Post-Baccalaureate admission requirements, has submitted all of the necessary official documentation, and has a cumulative GPA of 2.85 or higher. This student will be allowed to enroll in a minimum of 6 credits per trimester for up to one year in general education courses for the purpose of completing prerequisites for a graduate degree program offered at Adventist University. See Federal Financial Aid Programs for loan information.

Probation Status

Probation status may be granted to applicants whose unweighted high school or college GPA is between 2.00 and 2.49.

Once an admission file is complete, applicants may be admitted if they:

1. Write a short, proctored essay.
2. Meet with the Probation Committee. The Committee will determine if the applicant has the potential to succeed at ADU and verify that ADU matches his or her goals.

Once an applicant has gone through this process and been confirmed by the Probation Committee, the Office of Enrollment Services will complete the admission process. Probation students will be assigned to the Probation Advisor in the Center for Academic Achievement. The student must meet for special advising appointments until he or she satisfies the requirements to be removed from Probation status.

Students on Probation Status at the time of the program admission deadline will not be considered for admission to a degree program. Probation Status allows a student up to two

trimesters to improve his or her GPA on 12 credits of college-level coursework while taking general education courses at Adventist University of Health Sciences.

Students must achieve the following within the first trimester:

- Successfully complete at least six college-level credit hours,
- Achieve a cumulative Adventist University GPA of 2.50.

Students have two trimesters (including the first trimester) to complete the following:

- Successfully complete twelve college-level credit hours
- Achieve a cumulative Adventist University GPA of 2.50.

The student must achieve all requirements within two trimesters to be granted Regular Status. If the student's GPA has not improved by this time, he or she may be subject to dismissal.

While on Probation, a student may not take more than 12 credit hours per trimester without the permission of his or her advisor. The Academic Review Committee will consider the student's academic progress at the end of each trimester.

Provisional Status

Provisional status may be granted to an applicant who provides complete documentation, but not all of the records are official. The Office of Enrollment Services accepts unofficial transcripts during the admission process and will use them in part to consider granting Provisional Status. Unofficial transcripts will be accepted from the student, or by fax from the institution, but they must be as similar to an official transcript as possible. Key elements must include courses taken, grades earned, credit hours, quality points, term GPA, and overall GPA. Degree audits and class schedules will not be accepted as unofficial transcripts. Courses will not be transferred at any time based on unofficial transcripts. Please refer to the Transfer of Credit section in the *Academic Catalog*.

A student may enroll in general education courses under Provisional status for only one trimester and must provide official copies of the unofficial documents prior to the end of that trimester. Once all official documents are received, the Provisional status will be changed.

While on Provisional status, a student is expected to meet the academic standards for Regular admission status as outlined in the *Academic Catalog*. A student not meeting academic requirements will be subject to the Probation or Dismissal policies as stated in the Admission Information section.

Provisional students will not be eligible for Federal Stafford or PLUS (Parent) Loans and will not be considered for admission to a degree program.

Non-Degree Status

Non-Degree status is assigned to any one of the following categories of students. At minimum a completed application and application fee will be required. If additional documents are required, they are listed below:

- **Transient students** - Transient students are registered at another college or university, but wish to take courses at Adventist University of Health Sciences without being admitted to a specific degree program. Documentation of permission from the resident institution must be provided to the Office of Enrollment Services. An official transcript may also be required if the requested course has a prerequisite requirement. Please refer to the Transient Policy for additional information.
- **Persons seeking credentialing** - Individuals taking specific courses which only apply toward attaining or maintaining professional credentials may do so without entering a specific degree program.
- **Enrichment students** - Individuals 18 years of age and older may audit in courses at Adventist University without admission to a specific degree program for the purpose of personal enrichment. The student may participate in all aspects of the course, but will not receive a grade or trimester credit. A completed application and application fee are required.

Non-Degree students are limited to two courses per trimester. Transient students may enroll in additional hours if approved by their resident institution. Academic transcripts may be required to demonstrate the successful completion of prerequisite courses. Financial aid is not available for Non-Degree students. These students must participate in new student orientation and provide the required immunization information before they can register.

Denied Status

Applicants who have been denied admission to the University may reapply to Adventist University once they have successfully met the minimum admission requirements. These individuals must submit a new application and any additional official transcripts documenting the successful completion of coursework required to raise their admission GPA. In addition, applicants should contact the Office of Enrollment Services to determine if other documents will be necessary.

Applicants who would like to appeal the denied status are permitted to follow the Admission Appeal Process if they choose.

Admission Appeal Process

Applicants who have been denied admission to Adventist University of Health Sciences have the right to appeal that decision once it has been voted by the Undergraduate General Studies Admission Committee.

Applicants wishing to appeal this decision should:

- Contact the Office of Academic Administration for an appointment. During this meeting, applicants will have a chance to meet with an Academic Dean to state their reasons for the appeal and why they feel they could be successful at Adventist University.
- Understand that their admission file will be subject to admission deadlines and corresponding trimester start dates.
- Understand that if granted admission, they may be ineligible for student loans during their first trimester.
- Be prepared to consider Academic Forgiveness as an option, if considering applying to a degree program.

Once the applicant meets with an Academic Dean, he or she will receive written notification of the final decision.

Academic Forgiveness

The Academic Forgiveness Policy permits students to request before or during their first trimester of enrollment that Adventist University of Health Sciences disregard all of their previous college-level academic work. Academic Forgiveness is available for transfer credit only and is not an option for non-degree or transient students. A student who is granted Academic Forgiveness will have his or her General Studies Admission Status granted, based on his or her admission GPA. Academic Forgiveness may only be invoked once and is non-reversible. Academic Forgiveness only applies to undergraduate degree programs. To request Academic Forgiveness, the student must do the following:

- Meet with the Director of Enrollment Services to review the admission GPA.
- Meet with his or her advisor to discuss Academic Forgiveness and to review the admission GPA from Enrollment Services.

Students who have been granted Academic Forgiveness will:

- Be unable to apply for degree program admission until they have completed 24 hours of college-level credits at Adventist University. Twelve of the 24 credits may be earned through CLEP or challenge exams. *Only CLEP hours are transferable.*
- Be required to meet with their academic advisor before registering for courses.
- Have three trimesters to achieve a 2.50 GPA on at least 24 college-level credits or be subject to dismissal.

The academic progress of these students will be monitored each trimester by the Academic Review Committee.

Although no coursework from previous colleges will be transferred or considered for admission to a degree program, all transcripts must be submitted before the program admission deadline. Students who have completed 24 or more college-level hours at another regionally accredited college or university will not be required to take the ACT.

Screening Requirement

Adventist University of Health Sciences (ADU) requires all new students to complete a background check, drug screening, and immunization form before registering for the first time. This information is needed for participation in Service Learning projects and in clinical settings. The student is responsible for all costs incurred during this process.

Students should refer to www.adu.edu/enrollment/admission/screeningprocess for information on how to complete this process. A separate registration hold will be placed for each of the three processes listed above for all students upon acceptance. Each hold will be removed as it is satisfied. Background check reports or drug screening results from other sources will not be accepted.

Only one background check is required per degree for students unless they are not admitted to a professional program within two years of completing the first background check. If it has been more than two years, students will be required to complete a second background check. Adventist University alumni from one program will be required to complete a new background check, if they pursue another degree.

Background Check Discrepancy Policy

The Office of Student Services, in conjunction with Adventist University Human Resources, will do a preliminary review of all background checks. Any report that includes a report of an incident not previously disclosed by the applicant in his/her application for admission will be referred to the Vice President for Student Services for further consideration.

The Vice President for Student Services will speak to the applicant and then review the background check report and any additional information provided by the applicant. Adventist University may independently seek additional information about the incident that is the subject of the report. If it does so, it will share any additional information obtained with the applicant.

Each case will be considered individually, and no information will automatically result in the revocation of acceptance. A decision regarding final acceptance will be made only after a careful review of factors including, but not limited to, the nature and seriousness of the offense, the circumstances under which the offense occurred, the relationship between the offense and the program to which the student is applying (including its clinical components), the age of the person when the offense was committed, whether the offense was isolated or part of a pattern of behavior, the length of time since the offense was committed, past employment and volunteer experience, past history of misconduct at prior institutions, evidence of successful rehabilitation, and forthrightness of the information about the incident in the opportunities for self-reporting.

After fully considering each referred applicant, the Vice President for Student Services will give his or her admission recommendation to the Office of Enrollment Services. If it is determined

that the undisclosed incident is not the result of dishonesty or deception, the background check will be forwarded to the appropriate department chair for consideration relative to the professional accrediting body's guidelines.

Health and Immunization Requirements

All Adventist University of Health Sciences (ADU) students must submit a completed *ADU Immunization Form* to register for courses. The form must be completed by a healthcare provider.

General education students must present the following:

- Yearly verification of tuberculosis screening test. If test is positive, refer to the Communicable Disease Policy in the *Student Handbook*.
- Updated immunization records including MMR and Tetanus-Diphtheria
- Verification of varicella vaccination or immunity (titer).

Students who wish to reside in student housing must present the following:

- Menomune/Menactra (Meningococcal Meningitis)

Students in a professional program must present the following:

- Yearly verification of tuberculosis screening test. If test is positive, refer to the Communicable Disease Policy in the *Student Handbook*.
- Updated immunization records including Hepatitis B, MMR, and Tetanus-Diphtheria
- Verification of varicella vaccination or immunity titer
- Evidence of physical examination within three months prior to beginning a professional program
- Verification of current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR
- Evidence of a successfully completed "FIT" test prior to the professional program deadline must be completed on an annual basis.

In addition to the above criteria:

- Students must meet the immunization requirements of their selected professional program. Requirements can be found in the Adventist University *Academic Catalog*.
- All professional program students are to be in compliance with the requirements of the facility for which they practice and if they have patient contact, particularly as it relates to the flu vaccine.

Campus Undergraduate Enrollment Interruption

The following policy refers to reactivation or reapplication steps for General Studies campus or Denver undergraduate students who were accepted but did not enroll, students with an

enrollment interruption of three trimesters or less, students with an enrollment interruption of more than three trimesters, and alumni pursuing a new program of study.

Accepted Students Who Do Not Enroll

Students who have been accepted to General Studies and choose not to enroll for the specific trimester for which they were admitted have two trimesters after the trimester of acceptance to enroll before all new documents will be required. For example, if a student is admitted for Fall trimester, he or she can postpone enrollment and attend during the subsequent Spring or Summer terms. However, if enrollment is postponed for a year (Fall trimester the year after he or she was initially admitted), the student will need to reapply. If it is within the one-year time frame, a student is required to submit updated transcript(s) for any additional college work completed since his or her initial application.

If it has been more than three trimesters, the student will be required to reapply to the University and must provide new admission documents ¹. This new information will be re-evaluated by the Undergraduate General Studies Admissions Committee and a new admission decision given at that time. Students should contact Enrollment Services for more information regarding what is required of them to reapply. General Studies admission, registration, and financial aid deadlines will apply.

Enrolled Students with an Enrollment Interruption of Three Trimesters or Less

Students attending Adventist University of Health Sciences with an enrollment interruption of three trimesters or less are also required to submit any updated transcript(s) for additional college work completed during the enrollment interruption. A new GPA will be calculated for the student and a new admission status assigned, if necessary. Students have until the last day of the third trimester to reactivate their file, but must still meet published admission deadlines to re-enroll. After the last day of the third trimester, students must reapply to the University.

Enrolled Students with an Enrollment Interruption of More than Three Trimesters

Students with an enrollment interruption of more than three trimesters will need to reapply and will be re-evaluated by the Undergraduate General Studies Admissions Committee. Students should contact Enrollment Services for more information regarding what is required of them to reapply. General Studies admission, registration, and financial aid deadlines will apply.

A hold will be placed on the student's record to prevent registration until these requirements are met.

Readmission after Unsuccessful Progression in a Degree Program

Students who have not successfully progressed in a degree program will be withdrawn from that program, but not necessarily from the University. They must notify the program chair of their desire to be readmitted. Readmission is not automatic and is contingent upon available space. Students will be readmitted under current program policies (see individual program section in the current *Academic Catalog* for additional requirements and details).

Mental and Physical Requirements for Applicants to Professional Programs

Applicants seeking admission to one of the Adventist University of Health Sciences professional programs must be able, with or without reasonable accommodation, to do the following:

- Visually observe and assess a patient, discriminate color and depth, read and accurately complete reports, and visualize diagnostic/monitoring equipment in dimmed light.
- Auditorily monitor and assess patient health needs, monitor various equipment and background sounds, and communicate by telephone.
- Verbally communicate in a clear and concise manner.
- Communicate sufficiently to interact with others in appropriate professional verbal and written form. Must also be able to read and interpret relevant medical data from patients' charts, reports, and orders.
- Safely lift and transfer patients to accomplish bed/chair/stretchers transfer with assistance or assistive devices.
- Safely push a gurney or wheelchair.
- Stand or sit for an extended period of time.
- Possess sufficient manual dexterity necessary to perform activities specific to each professional program.
- Display critical thinking skills sufficient to think clearly and act professionally, safely, and accurately in stressful situations.
- Interact professionally with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

In addition to these criteria, individual programs may have requirements specific to their program which are listed in the individual program sections.

New Undergraduate Student Orientation

An important piece of becoming a new student at Adventist University of Health Sciences is attending orientation. The ADU Experience is a two-hour event on campus that is offered several times prior to each new trimester. Attendance for undergraduate Main Campus and Denver students is mandatory. Because of the frequency of the events, students will have many opportunities for attendance. If a student does not attend orientation, he or she will be dropped from classes.

To view the available event dates and times, and to RSVP, please log in to <http://www.my.adu.edu> and click on the ADU Experience icon.

Distance Admission Information

Applying to Adventist University of Health Sciences

The Off-Site Admissions Center assists prospective distance students, applicants, and current students with any needs relating to general admission to Adventist University of Health Sciences or to a specific program. The office can be reached by calling 888-768-6276.

Important information for applicants:

It is understood that timely information regarding admission status is very important. The following steps are used in processing the application paperwork once it has been received.

1. During the application process, prospective students are encouraged to contact their Distance Enrollment Specialist at the number listed above for information regarding processes and questions about becoming an Adventist University student. Applicants will not be considered for admission until all admission materials have been received.
2. Completed files will be sent to the main campus of Adventist University to be reviewed by Enrollment Services and the admission committee for the program to which the student is applying. Students will be notified of the committee's admission decision.

Privacy Policy for Applicants to Adventist University

Adventist University of Health Sciences regards each applicant as an adult capable of transacting his or her own "business" relating to the application, enrollment, and progression processes at our University. Adventist University acknowledges the important role of family in the University decision. When applying, each applicant is given the opportunity to identify family members who have permission to discuss their admission file with our office. However, there are certain limitations to the information we can disclose to anyone but the applicant. Once an applicant is accepted, his or her information is subject to the Family Educational Rights and Privacy Act (FERPA).

Admission Deadline Information

All applicants must submit required admission materials by the admission deadline for the trimester in which they plan to enroll. Adventist University of Health Sciences does not accept late registrations. New applications received after the admission deadline will be considered for the following trimester.

Program Admission

Applicants to any of the distance Bachelor's completion degree programs should refer to the section of the *Academic Bulletin* specific to the department associated with that program for admission requirements. Admitted distance students may be considered a Pre-Bridge, Bridge, or Pre-BSN student, depending on the program to which they are applying, until they have satisfied the specific general education requirements to be eligible for the first program course. They will, however, be considered degree-seeking and eligible for financial aid. Progression requirements apply for students moving from Phase I to Phase II courses.

For admission deadlines, please refer to www.adu.edu/enrollment/applicationdeadlines.

Distance Undergraduate Enrollment Interruption

The following policy refers to reactivation or reapplication steps for distance undergraduate students who were accepted but did not enroll, students with an enrollment interruption of three trimesters or less, students with an enrollment interruption of more than three trimesters, and alumni pursuing a new program of study.

Accepted Students Who Do Not Enroll

Students who have been accepted to a distance program and choose not to enroll for the specific trimester for which they were admitted, have two trimesters after the trimester of acceptance to enroll before all new documents may be required. For example, if a student is admitted for Fall trimester, he or she can postpone enrollment and attend during the subsequent Spring or Summer terms. However, if enrollment is postponed for a year (Fall trimester the year after he or she was initially admitted), the student will need to reapply. If it is within the one-year time frame, a student is required to submit:

- Updated transcript(s) for any additional University work
- Current copy of licensure or professional registration.

¹ *Recommendation forms, official transcripts, and career essays received for applicants with an Adventist University application will be retained for one year, if the applicant does not become a student in that time. Applications received without an official transcript(s), career essay, and/or recommendation forms will be retained for six months.*

If it has been more than three trimesters, the student will be required to reapply to the University and must provide new admission documents¹. This new information will be re-evaluated by the program admission committee and a new admission decision given at that time. Students should contact the Off -Site Admission Office for more information regarding what is required of them to reapply. Admission, registration, and financial aid deadlines will apply.

Enrolled Students with an Enrollment Interruption of Three Trimesters or Less

Students attending Adventist University of Health Sciences with an enrollment interruption of three trimesters or less are also required to submit a *Program Readmission Form*, any updated transcript(s) for additional college work completed during the enrollment interruption, and an updated copy of licensure or professional registration. A new GPA will be calculated for the student and a new admission status assigned, if necessary. Students have until the last day of the third trimester to reactivate their file, but must still meet published admission deadlines to re-enroll. After the last day of the third trimester, students must reapply to the University.

Enrolled Students with an Enrollment Interruption of More than Three Trimesters

Students with an enrollment interruption of more than three trimesters will need to reapply and will be re-evaluated by the program admission committee. Students should contact the Off-Site Admission Office for more information regarding what is required of them to reapply. Admission, registration, and financial aid deadlines will apply.

A hold will be placed on the student record to prevent registration until these requirements are met.

Placement Testing for Pre-Bridge or Bridge Students

Distance students accepted to Pre-Bridge or Bridge programs may be required to take placement testing for English and math. They will need to contact the Center for Academic Achievement at 407-303-7747 x 110-6413 to set up a time and place to complete this testing.

If the student does not place on the exam, he or she may:

1. Take remedial coursework and retake the placement test.

¹ *Recommendation forms, official transcripts, and career essays received for applicants with an Adventist University application will be retained for one year, if the applicant does not become a student in that time. Applications received without an official transcript(s), career essay, and/or recommendation forms will be retained for six months.*

2. Take remedial coursework and English Composition I or College Algebra at another institution and submit proof of successful completion of the course(s).
3. Take English Composition I or College Algebra at another institution to be transferred to Adventist University.

Background Check Requirement

Adventist University of Health Sciences requires all new students to complete a background check before registering for the first time. This information is needed for participation in Service-Learning projects and in clinical settings. The student is responsible for all costs incurred during this process.

Students should refer to www.adu.edu/enrollment/admission/backgroundchecks for information on how to complete this process. A background check registration hold will be placed for all students upon acceptance and will not be removed until the online report is received directly from the company. The student does not need to provide a copy unless one is requested. Background check reports from other sources will not be accepted.

Only one background check is required per degree for students unless they are not admitted to a professional program within two years of completing the first background check. If it has been more than two years, students will be required to complete a second background check. Adventist University alumni from one program will be required to complete a new background check, if they pursue another degree.

Background Check Discrepancy Policy

The Office of Student Services, in conjunction with Adventist University Human Resources, will do a preliminary review of all background checks. Any report that includes a report of an incident not previously disclosed by the applicant in his/her application for admission will be referred to the Vice President for Student Services for further consideration.

The Vice President for Student Services will speak to the applicant and then review the background check report and any additional information provided by the applicant. Adventist University may independently seek additional information about the incident that is the subject of the report. If it does so, it will share any additional information obtained with the applicant.

Each case will be considered individually, and no information will automatically result in the revocation of acceptance. A decision regarding final acceptance will be made only after careful review of factors including, but not limited to, the nature and seriousness of the offense, the circumstances under which the offense occurred, the relationship between the offense and the

¹ *Recommendation forms, official transcripts, and career essays received for applicants with an Adventist University application will be retained for one year, if the applicant does not become a student in that time. Applications received without an official transcript(s), career essay, and/or recommendation forms will be retained for six months.*

program to which the student is applying (including its clinical components), the age of the person when the offense was committed, whether the offense was isolated or part of a pattern of behavior, the length of time since the offense was committed, past employment and volunteer experience, past history of misconduct at prior institutions, evidence of successful rehabilitation, and forthrightness of the information about the incident in the opportunities for self-reporting.

After fully considering each referred applicant, the Vice President for Student Services will give his or her admission recommendation to the Office of Enrollment Services. If it is determined that the undisclosed incident is not the result of dishonesty or deception, the background check will be forwarded to the appropriate department chair for consideration relative to the professional accrediting body's guidelines.

Readmission After Unsuccessful Progression in a Degree Program

Students who have not successfully progressed in a degree program will be withdrawn from that program, but not necessarily from the University. They must notify the program chair of their desire to be readmitted by submitting a *Reapplication Form* to the department and a *Program Readmission Form* to the Office of Enrollment Services. Students should also check with Enrollment Services to ensure that no additional documentation is required. Readmission is not automatic and is contingent upon available space. Students will be readmitted under current program policies (see individual program section in the current *Academic Bulletin* for additional requirements and details).

Reapplication

Distance applicants who have been denied admission to the University may reapply to Adventist University of Health Sciences for the next trimester as long as they have successfully met the minimum admission requirements. Before reapplying, these individuals must submit any additional official transcripts documenting the successful completion of coursework required to raise their admission GPA. In addition, applicants should contact the Off -Site Admissions Center to determine if other documents will be necessary.

Alumni Pursuing a New Course of Study

Graduates of Adventist University of Health Sciences who choose to pursue an additional degree program on campus must submit a program application from their student page.

¹ *Recommendation forms, official transcripts, and career essays received for applicants with an Adventist University application will be retained for one year, if the applicant does not become a student in that time. Applications received without an official transcript(s), career essay, and/or recommendation forms will be retained for six months.*

Undergraduate alumni seeking admission to a graduate program must complete a new application online. All published admission requirements must be submitted by the deadline for the undergraduate or graduate program to which the alumni are applying.

Transcripts collected during the first admission cycle will not need to be resubmitted if applying to a campus undergraduate program as long as they are still in the possession of the University, are stored legibly in the University's archive system, and have not been subject to purging according to the Document Retention Policy. Course time limits may apply to courses previously taken at Adventist University.

Academic Information References

All distance students should refer to the Academic Information and department sections of the *Undergraduate Academic Bulletin*. In addition, students should refer to the program-specific manuals and reference guides.

Distance Education

Simulating the best of classroom learning, distance education is a blend of best practices in synchronous and asynchronous learning. All distance courses require regular real-time interaction in small groups that provide strong student engagement, tracking learning accountability, fostering collaboration and community building, and enhancing instructor presence. Audio lectures and interactive content enhance comprehension and retention. The individual attention provided to distance students helps the instructor know each student as more than just a name. Integrated within a course management system, distance learning delivers education to students located anywhere without compromising quality, rigor, or integrity.

¹ *Recommendation forms, official transcripts, and career essays received for applicants with an Adventist University application will be retained for one year, if the applicant does not become a student in that time. Applications received without an official transcript(s), career essay, and/or recommendation forms will be retained for six months.*

Academic Information

General Education Competency Requirements

All students of Adventist University of Health Sciences must fulfill competencies¹ in general education courses by enrolling in a variety of courses, including English, math, religion, computer science, social sciences, humanities, history, and health and natural sciences. Upon graduation, all students will be able to demonstrate:

- A fundamental understanding of Christian principles;
- Quantitative skills and the ability to apply these skills to real-life situations;
- An ability to communicate effectively in written and oral English language;
- An understanding of the application of the natural sciences;
- The ability to apply the basic skills of computer use in their personal, educational, and professional life;
- An understanding of the benefits of a healthy and physically active lifestyle;
- An understanding of the complex social and psychological environment.

General Degree Requirements: Associate of Science

The general degree requirements for an Associate of Science degree are as follows:

1. Completion of a *minimum* of 60 trimester hours.
2. Completion of a *minimum* of 50 trimester hours earned in residence at Adventist University of Health Sciences.
3. Successfully complete *Philosophy of Healthcare* with a minimum grade of "C" (2.00).
4. Completion of a major with a cumulative grade point average as required by each program, and completion of cognate, general education, and elective courses to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C" (2.00) will not be applied toward a major.
5. Meet the specific requirements of each major as outlined in the departmental sections of this *Academic Bulletin*.
6. Completion of the service-learning requirement (refer to the Service-Learning Requirement section in the *Academic Bulletin*).
7. Completion of the degree within the appropriate time limits (refer to the Time Limits for Completion of a Program section in the *Academic Bulletin*).

¹ The *Proficiency Profile* will be used to assess general education competencies.

General Degree Requirements: Bachelor of Science

The general degree requirements for a Bachelor of Science degree are as follows:

1. Completion of a minimum of 42 upper division credits, to include at least 28 upper division hours in the declared major.
2. Completion of a minimum of 86 hours earned in residence at Adventist University of Health Sciences for those in a four-year degree program. A minimum of 36 hours earned at Adventist University for those entering a Baccalaureate completion program.
3. Successfully complete *Philosophy of Healthcare* with a minimum grade of "C" (2.00).
4. Completion of the major with a cumulative grade point average as required by each program, and completion of cognate, general education, and elective courses to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C" (2.00) will not be applied toward the major.
5. Meet the specific requirements for each major as outlined in the department sections of this *Academic Bulletin*.
6. Completion of the service-learning requirement (refer to the Service-Learning Requirement section in the *Academic Bulletin*).
7. Completion of the degree within the appropriate time limits (refer to the Time Limits for Completion of a Program section in the *Academic Bulletin*).

Service-Learning Requirement

All students receiving an undergraduate degree at Adventist University of Health Sciences must complete the service-learning graduation requirement. In Service-Learning, students engage in service activities with intentional academic learning goals and opportunities for reflection that connects to their academic disciplines. Guided reflection is a key component of service-learning; students will integrate their service experience(s) with classroom knowledge to enhance the learning process. Service-learning is part of the curriculum in select courses and is validated by the faculty of those courses and by the department in which those courses are taught. Students accepted into a program prior to fall 2011 will be required to complete the service-learning hour requirements as stated in the *Academic Bulletin* for the year of their program acceptance. If you have questions or concerns about your service-learning requirements, please contact the Director of Community Engagement in the Student Services Department.

¹ The *Proficiency Profile* will be used to assess general education competencies.

Academic Support

Center for Academic Achievement

The Center for Academic Achievement (known as The Center or CAA) believes that students should study smarter, not harder. That's why The Center helps students in the areas of Academic Advising, Tutoring, Counseling, Academic Coaching and Disability Services. The CAA is also the place where students can register and sign up for various exams and tests prior to starting the University or a professional program. For detailed information on any of the areas the Center specializes in or to reserve a spot for a test, please call 407-303-7747, ext. 110-6413.

Tutoring

The CAA offers free group and individual tutoring for general education and nursing courses. In order to secure a spot for tutoring, students need to sign up. This is important because the majority of CAA tutors are also students, so if tutors don't have anyone signed up for that day, they will cancel their session so they can prepare for their own classes.

General Education Tutoring

General Education students can sign up in the General Education Tutoring Center on the second floor of the Campus Center Building. Tutors act as a support for professors, providing extra review and practice for the course material previously taught. Tutors are trained to assist in learning strategies that will help in the understanding and retention of class materials. Each trimester, the tutors' schedules are posted in the Tutoring Center for students to use as sign-up sheets. Tutoring sessions are scheduled in one-hour blocks of time. Students are allotted up to two hours of tutoring per class, per week. Tutoring sessions can also be scheduled for additional help in preparing for the Test of Essential Academic Skills V (TEAS), the admission requirement for the nursing program.

Both distance and on-campus students can receive tutoring help by accessing *Smarthinking* through their ANGEL homepage. *Smarthinking* offers online help with most math, science, and English courses. When it comes to English help, students can visit ADU's Writing Center located on the ground floor of the Nursing Building or utilize the online English tutors via *Smarthinking*. It is important to remember that *Smarthinking* tutors will not correct a paper, but they will help students understand what types of errors were made and work with students to help correct

them. Students who submit a paper using *Smarthinking* will receive it back within two school days.

Nursing Tutoring

Nursing students have access to tutoring through small-groups and *Smarthinking*.

Most of the tutoring sessions are held in the Learning Co-Op classroom, located on the ground floor of the Nursing Building, and students are expected to sign up for sessions at the Co-Op front desk. Tutoring session times, dates, and places are communicated via the individual ANGEL courses and posted in the Learning Co-Op. Tutoring is offered Monday through Friday on Campus. Online tutoring is always available through *Smarthinking*. Students should also remember to check *Smarthinking* protocol and instructions for nursing tutoring availability.

Testing

The CAA offers a variety of tests that students may need. These tests are provided by appointment only and are listed below. For more information and to register for these tests, please call 407-303-7747, ext 110-6413.

Compass Placement Exams for both math and English are designed to help a student succeed academically and to assist with the academic advising process. Students must schedule the math or the English Compass Placement exams with the CAA. Students should note that placement exams can only be taken once.

American College Test (ACT) is an application requirement unless the student has 24 or more college credits from a regionally accredited school. The ACT covers four areas: English, Mathematics, Reading, and Science Reasoning. Adventist University of Health Sciences is a Residual Testing Center, meaning the scores stay at the University and will not be sent anywhere. Students should remember that the dates for this exam are posted per trimester in the CAA, and the exam is offered once a month. If a student is applying to get into a professional program, it is the responsibility of the student to take note of professional program deadlines and take the ACT in adequate time.

The Test of Essential Academic Skills V (TEAS) is an admission application requirement for the Nursing program. The TEAS measures basic essential skills in the areas of reading, mathematics, science, and English and language usage.

College-Level Examination Program (CLEP) are examinations that are computerized comprehensive assessments that demonstrate college-level achievement in specific content areas. By achieving a passing American Council on Education (ACE) score of 50 or higher, students will receive college credit for the equivalent Adventist University course. A list of

available tests that are offered can be found in the CAA, as well as on the CAA website. In addition, the University bookstore sells study guides to help students prepare for the CLEP. Students should note that CLEP exams **cannot** be repeated if failed.

Counseling

Counseling assists students in resolving personal difficulties and in acquiring the necessary skills and resources to both succeed in the University environment and pursue productive and satisfying lives. Counseling can help clarify concerns, gain insight into self and others, and teach new ways to most effectively cope and/or resolve issues. Counseling can offer emotional support, new perspectives, and help in considering possible solutions. Other reasons to see a counselor may include academic, career direction/concerns, self-esteem issues, relationship issues, grief and loss, family, communication, stress management, anger management, and physical, sexual, or substance abuse. Counseling is free to all students, and students are encouraged to seek counseling assistance proactively. For appointments, please call 407-303-7747, ext. 110-6074 or email counseling@employee.adu.edu.

Online counseling (e-Therapy) is available to both on-campus and distance students. Counseling is offered via email and real-time chat. For more information or to set up an appointment, please send an email to counseling@employee.adu.edu. Please keep in mind that online counseling is not appropriate for all kinds of problems; students should speak to the counselor to determine if e-Therapy would be a good fit.

Disability Services

The faculty and staff of Adventist University of Health Sciences are dedicated to an equitable and exemplary education for all of its students. They believe that equal education is not limited to a physically accessible campus for its students. It also strives to provide necessary accommodations to those students with disabilities. Students with disabilities who succeed at ADU demonstrate self-reliance and are able to advocate for their needs and anticipate challenges in a new environment, as well as address those needs well in advance.

Once you have been accepted to the university you can register with the Office for Students with Disabilities (OSD) which is located in the Center for Academic Achievement (CAA). To be eligible for disability-related services, students must have a documented disability as defined by the Federal Rehabilitation Act of 1973, Section 504, and/or the Americans with Disabilities Act of 1990 (ADA). A person with a disability is an individual with a physical or mental impairment that substantially limits one or more major life activities.

Accommodations are decided on a case-by-case basis, using the documentation submitted. All accommodation requests may not be granted. Programs will not be fundamentally altered to accommodate a student.

If a student requests accommodation, the student must provide the OSD the requested current, official documentation related to his or her disability along with the Voluntary Declaration of Disability Form. That documentation will be used to determine the type and extent of accommodation that is most reasonable and effective for that student. The review process typically can take up to ten business days. In particularly busy times, such as the start of a new trimester, this process may take longer. You will be notified by email once documentation has been reviewed.

If criteria have been met and accommodations are granted, the student must submit a Trimester Accommodation Request Form. The student's instructors will be notified of the student's needs once the student has completed the Release of Information Form (available in the CAA). The instructor will receive an Academic Accommodation letter explaining the accommodations necessary for that student.

For each subsequent trimester, it is the student's responsibility to complete the Trimester Accommodations Request Form and submit it to the OSD. It may take seven or more business days to notify instructors. Forms should be submitted 2 weeks prior to the beginning of the trimester. This recommendation will ensure timely implementation of accommodations, but accommodation requests will be accepted throughout the trimester.

At any time, students may request in writing to discontinue any information-sharing related to their disability. Students may request to discontinue their accommodations at any time. Questions or concerns should be brought to the attention of the OSD.

Please note that school plans, such as an Individualized Education Program (IEP) or 504 Plans, are not sufficient documentation to establish the rationale for accommodations in a university setting. Original documents are not necessary; a copy or fax of the material is sufficient. If documentation is incomplete or otherwise inadequate to determine the disability and/or reasonable accommodations, the OSD will require additional documentation. Documentation costs are to be paid by the student.

If you would like ODS to be able to discuss your disability or accommodations with persons or agencies outside of ADU (including your parents if you are over the age of 18), you must complete a Release of Information Form, available in the CAA.

Denied accommodation requests may be appealed in writing by a student to the Center for Academic Achievement Director. Such appeals must be filed within ten calendar days of the receipt of the denial of accommodation request.

For more information regarding Academic Accommodations, please contact Betty Varghese at 407-303-7643

Academic Advising

All new incoming, non-professional program students will be assigned an Academic Advisor located in the CAA. The Advisor helps students through the registration process as well as developing a course schedule that will enable students to continue working towards entrance into a professional program.

Academic Success Program

Sometimes the skills that bring a person to a place aren't the same skills that keep him or her there. For instance, if a student enters Adventist University of Health Sciences and was an A student before, those same study habits and routines may not work as well in a new setting. If students would like to be proactive in their success at the University, they can make an appointment to work with an individual from the Academic Success program, located in the Learning Co-Op. After meeting and talking with someone, a customized, individual study plan will be created to help the student achieve the success he or she envisions.

Philosophy of Healthcare

The Philosophy of Healthcare (POH) class is designed to help shape the lens with which a student will come to view healthcare. It is the goal of this class to help students understand that working in healthcare is more than just a job, that in different ways they are indeed the hands and feet of God helping patients through difficult times, and that they will continue to sharpen and hone their critical thinking and communication skills. The class is intended to encourage students to understand how their faith, outlook, assumptions, and their own life story can contribute to or impede the care they give.

Each student taking POH will meet with an Academic Coach for 30 minutes every other week for a total of 6 sessions during the term they are taking POH. These meetings will help to further unpack class discussions and readings, and develop an individualized academic success plan for the student. To do this, the Coaches utilize various assessments and learning-style inventories when working with each student.

The Learning Co-Op

The Learning Co-Op is located on the ground floor of the Nursing Building. Full of great resources, it helps a student's projects and grades reach the next level. In the Co-Op, a student can find the latest and greatest Macs and PCs, 2 scanners (one capable of scanning larger format paper), a large format inkjet printer, a sound booth, microphones, and Pro Tools system. The Co-Op is a place to be creative, a place where a student can create multimedia projects and presentations and burn them to a CD, DVD, copy them to an external hard drive or thumb drive, and even print posters! To find out how to use some of this equipment, students can visit the Co-Op or go online to the CAA website and under the Center for Academic Achievement page, click on Learning Co-Op.

Blended Education

Blended learning includes content and activities delivered in a web-based format, while other content and activities are offered in a classroom setting. The blended course promotes learning that is interactive and engaging for students in the classroom, but it also allows them the autonomy to learn at their own pace outside the classroom. In the blended format, a portion of the course activities will be completed on campus or through synchronous interactive video to provide real-time contact with course instructors. Course activities may include, but are not limited to, lecture content, case scenarios, chats or discussions, exams, and clinical involvement. Real-time interactions may occur via technological interactives, such as Polycom, Wimba, or Skype.

Policies and Procedures

Academic Advising

Academic advising is provided to all Adventist University of Health Sciences' students. Advisors assist with setting academic goals, interpreting academic policies and procedures, course selection, registration, and personal development. Advisors may refer students to additional resources as needed.

All students are assigned an academic advisor upon acceptance to Adventist University. Students must contact their academic advisor prior to the beginning of each trimester for course selection and approval and to monitor progress toward their educational and career goals.

Academic Appeal

Should a student have an academic grievance concerning a grade or other matters concerning a particular course, he or she should follow the appeal procedure outlined below:

1. The student should discuss the grievance with the instructor involved no later than five business days after the incident prompting the grievance.
2. The instructor must respond to the student within five business days of the appeal.
3. If the grievance is not resolved, a written statement should be submitted to the department chair no later than ten business days after the instructor's response. The chair will then speak with the instructor involved and reply in writing to the student within five business days of receiving the student's written statement. In departments where there is a program director, and when it is appropriate, the written statement may be submitted to that individual. The program director will respond within five business days of receipt of the statement. If the matter is not resolved, the student may appeal in writing to the department chair who will respond within five business days.
4. If a resolution has not been reached, the student may request that all materials concerning the grievance be given to the Office of Academic Administration. This individual will then review the grievance materials and return a written decision within ten business days of their receipt. The decision of the Office of Academic Administration is final.

Should a student have an academic grievance concerning a decision of his or her academic program, he or she should follow the appeal procedure outlined below:

1. The student should discuss the grievance with the department chair no later than five business days after the decision prompting the grievance.
2. The department chair must respond to the student within five business days of the appeal.
3. If resolution has not been reached, a written statement should be submitted to the Office of Academic Administration no later than ten business days after the chair's response. This individual will then speak with the department chair and reply in writing to the student within ten business days of receiving the student's written statement. The decision of the Office of Academic Administration is final.

Academic Classification

An Adventist University student's academic classification is based on the number of credit hours earned including transferred hours.

Freshman

Students are classified as freshmen when they have enrolled and/or successfully completed a minimum of 1-31 credits. Freshmen are limited to lower division courses, except when granted permission by the chair of the department in which the course is being taught.

Sophomore

Students are classified as sophomores when they have successfully completed 32-62 credits.

Junior

Students are classified as juniors when they have successfully completed 63-93 credits and have been accepted to a baccalaureate degree program at Adventist University.

Senior

Students are classified as seniors when they have successfully completed 94 or more credits and have been accepted to a baccalaureate degree program at Adventist University.

Graduate

Students are classified as graduate students when they have been accepted to a graduate degree program at Adventist University.

Academic Dismissal

A student is subject to academic dismissal when any one of the following occurs:

- Failing to meet the requirements of the probationary admission status.
- Failing to achieve a cumulative GPA of 2.00 after being placed on academic probation for two trimesters.
- Earning a GPA below 1.00 during any trimester.
- Displaying a high degree of academic irresponsibility in matters of course attendance or class assignments.
- Displaying a high degree of academic dishonesty (see the Academic Integrity section).

To petition for readmission, see the Readmission after Academic Dismissal section. Please be aware that if readmission is granted, additional admission documents may be required by the Office of Enrollment Services.

Academic Placement Testing

Students admitted with less than a 19 composite on the ACT or 910 combined score (Critical Reading and Math) on the SAT will be placed into review courses in English, math, and anatomy. Students have the option to complete academic placement testing for English or math to improve their skills and be allowed to register for more challenging courses. Placement tests may be taken one time and are available at the Center for Academic Achievement. Tests may be scheduled by calling 407-303-7747 x 110-6413.

Math Courses

Students pursuing a non-nursing degree who score less than 19 on the Math section of the ACT or less than 470 on the Math portion of the SAT may take the Compass Placement Test.

Compass Placement Test Score	Required Course
27 and below	MATH 091
28-39	MATH 105
40+	MATH 120

English Courses

Students who score less than 19 on the English section of the ACT or less than 470 on the Critical Reading portion of the SAT may take the Compass Placement Test.

Compass Placement Test Score	Required Course
69 and below	ENGL 091
70-100	ENGL 101

Science Courses

Students who score less than 19 on the Science Reasoning section of the ACT will be required to take BIOL 091 before they can take BIOL 101.

Academic Probation

A student is placed on academic probation when his or her trimester grade point average falls below 2.00. The student has one trimester to raise his or her GPA above 2.00. At the end of that trimester, the Academic Review Committee will review his or her status (see the Academic Dismissal section). A student on academic probation should not take more than 12 credit hours during the fall and spring trimesters or six credit hours during the summer trimester. Students on academic probation should consult with their assigned advisor regarding strategies for academic success.

Academic Evaluation

The following grading system records students' achievements and computes their progress:

Grade	Quality Points
A	4.00
A-	3.70
B+	3.30

B	3.00
B-	2.70
C+	2.30
C	2.00
C-	1.70
D+	1.30
D	1.00
D-	0.70
F	0.00

Additional Designations

Grade	Explanation
AU	Audit
CR	Credit Received
DG	Deferred Grade ¹
I	Incomplete work ²
IP	In Progress
NP	No Pass
NR	No Recorded Grade
P	Pass
W	Withdrawal from course (no penalty)

WF	Withdrawal from course (failing)
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¹ This designation is given at the initiative of the instructor when he or she is unable to submit a final grade.

² Students must apply for an incomplete grade prior to the end of the trimester (see the Fee Schedule section for charges).

Audit Policy

Any student has the option to audit a course. An audited course does not contribute toward grade point average, does not meet degree requirements, and does not count toward residency requirements or financial aid hours. The student may participate in all aspects of a course, but will not receive a grade or trimester credit. **A student who registers for an audit must do so within the drop/add period.** The designation "AU" will be placed on the transcript for each audited course. Students who wish to audit a professional program course must receive permission from the department chair. The tuition rate for audited courses is listed in the Fee Schedule in the Financial Information section.

Grade Point Average (GPA)

A student's grade point average for admission, academic standing, and graduation is based on the quality points assigned to each letter grade. Non-letter grade designations (AU, DG, etc.) do not earn quality points and do not affect the grade point average. Adventist University of Health Sciences uses the following GPA designations:

Trimester GPA

GPA for each term

AS/BS Degree GPA

Adventist University courses that meet specific degree requirements

Adventist University Residency GPA

All courses taken at Adventist University of Health Sciences

CUM GPA

Includes only coursework at Adventist University and does not include transfer credits

Admission GPA

May include credits earned both at Adventist University of Health Sciences and at previously attended institutions (used for University and/or program admission).

Incomplete Policy

An Incomplete (I) is assigned when an approved or extenuating personal circumstance prevents a student who is passing a course from completion of final assignments and other course requirements by the end of the trimester. Circumstances may include, but are not limited to, illness, the death of a family member, a family emergency, program remediation, or extension/interruption of a clinical schedule. Students must request an incomplete grade in writing from the course instructor prior to the end of the course. The instructor determines whether an Incomplete grade is appropriate and submits the completed *Request for Incomplete Grade Form* to the Office of the Registrar with approval from the department chair.

To change an Incomplete, a student must submit all completed work established by the department. If required work is not completed by the established deadline, the Incomplete will automatically be changed to the grade noted on the *Request for Incomplete Grade Form*. Students may have up to the end of the following trimester to complete the outstanding assignments. A student who cannot complete course requirements by the specified deadline may request an extension from the instructor and department chair. Incompletes issued for the spring term must be completed by the end of the summer to ensure that the updated grades and hours may be reported to the State so funding may be verified.

Students are assessed a charge for the processing of an Incomplete grade. Refer to Fee Schedule in this *Academic Catalog*.

Pass/No Pass Grade Designation

The Pass (P) grade receives academic credit but no quality points, while a No Pass (NP) grade receives neither credit nor quality points. The P or NP notation does not affect a student's grade point average. For courses that receive a P or NP as a final grade, a P is designated as equivalent to a minimum grade of "C."

Academic Honors

Academic Honors

The *Academic Honors List* is published each trimester identifying students who have earned a trimester GPA of 3.00-3.49 and have no grade below a "B" (3.00) on at least 12 hours of college-level work.

Dean's List

The *Dean's List* is published each trimester identifying students who have earned a trimester GPA of 3.50-3.99 and have no grade below a "B" (3.00) on at least 12 hours of college-level work. The Office of Academic Administration notifies students selected for this list.

President's List

The *President's List* is published each trimester identifying students who have earned a trimester GPA of 4.00 on at least 12 hours of college-level work. The President notifies students selected for this list.

Academic Integrity

Academic integrity is fundamental to the vision and mission of Adventist University of Health Sciences. We place a high value on truth, which implies a corresponding intolerance of academic dishonesty. It is important that all students are judged on their ability, and no student is allowed an unfair advantage over others. Anything which affects the security and integrity of the learning process or diminishes the reliability and quality of a conferred degree is not acceptable. To graduate ethical, skilled professionals and citizens is a desired outcome of the University.

Ethical and Professional Behavior

Students are expected to adhere to the ethical and professional standards associated with their programs and academic courses. Such standards are generally communicated to students by instructors and are available through publications produced by professional organizations. Unethical or unprofessional behavior will be treated in the same manner as academic dishonesty.

Categories of Academic Misconduct

The following document is concerned with students' actions - not their intentions. Academic dishonesty includes, but is not limited to, the following actions:

Cheating on Examinations

Cheating is using or attempting to use materials, information, notes, study aids or other assistance in any type of examination or evaluation which has not been authorized by the instructor.

Clarification

1. Students completing any type of examination or evaluation are prohibited from looking at another student's materials and from using external aids of any sort (e.g., books, notes, calculators, electronic resources, or conversation with others), unless the instructor has indicated specifically in advance that this will be allowed.
2. Students may not take examinations or evaluations in the place of other persons. Students may not allow other persons to take examinations or evaluations in their place.
3. Students may not acquire unauthorized information about an examination or evaluation and may not use any such information improperly acquired by others.

Plagiarism

Plagiarism is intentionally or carelessly presenting the work of another as one's own. It includes submitting an assignment purporting to be the student's original work, which has wholly or in part been created by another person. It also includes the presentation of the work, ideas, representations or words of another person without customary and proper acknowledgment of sources. Students must consult with their instructors for clarification in any situation in which the need for documentation is an issue. Students will have plagiarized in any situation in which their work is not properly documented.

Clarification

1. Every direct quotation must be identified by quotation marks or appropriate indentation and must be properly acknowledged by parenthetical citation in the text, in a footnote, or in an endnote.
2. When material from another source is paraphrased or summarized in whole or in part in one's own words, that source must be acknowledged in a footnote or endnote or by parenthetical citation in the text.

3. Information gained in reading or research that is not common professional knowledge must be acknowledged in a parenthetical citation in the text or in a footnote or in an endnote.
4. This prohibition includes, but is not limited to, the use of papers, reports, projects, and other such materials prepared by someone else.

Fabrication, Forgery and Obstruction

Fabrication is the use of invented, counterfeited, altered or forged information in assignments of any type including those activities done in conjunction with academic courses that require students to be involved in out-of-classroom experiences. Forgery is the imitating or counterfeiting of images, documents, signatures, and the like. Obstruction is any behavior that limits the academic opportunities of other students by improperly impeding their work or their access to educational resources.

Clarification

1. Fabricated or forged information may not be used in any laboratory experiment, report of research, or academic exercise. Invention for artistic purposes is legitimate under circumstances explicitly authorized by an instructor.
2. Students may not furnish instructors with fabricated or forged explanations of absences or of other aspects of their performance and behavior.
3. Students may not furnish, or attempt to furnish, fabricated, forged, or misleading information to University officials on University records or on records of agencies in which students are fulfilling academic assignments (including clinical sites, service-learning, etc.)
4. Students may not steal, change, or destroy another student's work. Students may not impede the work of others by the theft, defacement, or mutilation of resources so as to deprive others of their use.
5. Students may not access or use patient information in ways that violate HIPAA regulations.

Multiple Submissions

Multiple submission is the submission of the same or substantially the same work for credit in two or more courses. Multiple submission shall include the use of any prior academic effort previously submitted for academic credit at this or a different institution. Multiple submission shall not include those situations where the prior written approval of the instructor in the current course is given to the student to use a prior academic work or endeavor.

Clarification

1. Students may not normally submit any academic assignment, work, or endeavor in more than one course for academic credit of any sort. This will apply to submission of the same or substantially the same work in the same trimester or in different trimesters.
2. Students may not normally submit the same or substantially the same work in two different classes for academic credit even if the work is being graded on different bases in the separate courses (e.g., graded for research effort and content versus grammar and spelling).
3. Students may resubmit a prior academic endeavor if there is substantial new work, research or other appropriate additional effort. The student shall disclose the use of the prior work to the instructor and receive the instructor's permission to use it PRIOR to the submission of the current endeavor.
4. Students may submit the same or substantially the same work in two or more courses with prior written permission from all faculty involved. Instructors will specify the expected academic effort applicable to their courses, and the overall endeavor shall reflect the same or additional academic effort as if separate assignments were submitted in each course. Failure by the student to obtain written permission from each instructor shall be considered a multiple submission.

Complicity

Complicity is assisting or attempting to assist another person in any act of academic dishonesty.

Clarification

1. Students may not allow other students to copy from their papers during any type of examination.
2. Students may not assist other students in acts of academic dishonesty by providing material of any kind that one may have reason to believe will be misrepresented to an instructor or other University official.
3. Students may not provide substantive information about test questions or the material to be tested before a scheduled examination unless they have been specifically authorized to do so by the course instructor. This does not apply to examinations that have been administered and returned to students in previous trimesters.

Misconduct in Research Endeavors

Misconduct in research is a serious deviation from the accepted professional practices within a discipline or from the policies of the University in carrying out, reporting, or exhibiting the results

of research or in publishing, exhibiting, or performing creative endeavors. It includes the fabrication or falsification of data, plagiarism, and scientific or creative misrepresentation. It does not include honest error or honest disagreement about the interpretation of data.

Clarification

1. Students may not invent or counterfeit information.
2. Students may not report results dishonestly, whether by altering data, by improperly revising data, by selective reporting or analysis of data, or by being grossly negligent in the collecting or analysis of data.
3. Students may not represent another person's ideas, writing, or data as their own.
4. Students may not appropriate or release the ideas or data of others when such data have been shared in the expectation of confidentiality.
5. Students may not publish, exhibit, or perform work in circumstances that will mislead others. They may not misrepresent the nature of the material or its originality, and they may not add or delete the names of authors without permission.
6. Students must adhere to all federal, state, municipal, and University regulations for the protection of human and other animal subjects.
7. Students may not conceal or otherwise fail to report any misconduct involving research, professional conduct, or artistic performance of which they have knowledge.

Computer Misuse

Use of computers that is disruptive, unethical, or illegal use of the University's computer resources, including any actions which violate the *ADU Student Computer Use Policy* is prohibited. Misuse of computers also includes disruptive, unethical, or illegal use of the computers of another institution or agency in which students are performing part of their academic program.

Clarification

1. Students may not use the University computer system in support of any act of plagiarism.
2. Students may not monitor or tamper with another person's electronic communications.
3. Students may not use University computer resources to engage in illegal activity, including but not limited to the following: illegally accessing other computer systems, exchanging stolen information, and violating copyright agreements which involve software or any other protected material.
4. Students may not use any University computer as a host system for any unauthorized service or application.

Misuse of Intellectual Property

Misuse of intellectual property is the illegal use of copyright materials, trademarks, trade secrets, or intellectual properties.

Clarification

1. Students may not violate the University policy concerning the fair use of copies. This policy can be found in the *ADU Academic Catalog*.

Policies and Procedures for Dealing with Academic Misconduct

Students suspected of academic misconduct, whether acknowledging involvement or not, shall be allowed to continue in the course without prejudice pending completion of the disciplinary process. If the instructor must submit a final course grade before the case is resolved, then the student should be given an "Incomplete," which will not affect his or her GPA.

1. An instructor or other staff member who suspects a student of academic misconduct or receives a complaint alleging misconduct that raises suspicion may consult the Office of Academic Administration to learn whether there is any record of prior academic misconduct. The instructor will inform the student in writing within seven (7) days of discovering the misconduct. The instructor will include in the letter that he or she desires to meet with the student to discuss the allegation. The student must respond within seven (7) days from the date of the letter.
2. The instructor reviews all evidence, interviews any witnesses, and meets with the student to discuss the allegation and to hear the student's explanation. The student may have an Adventist University faculty or staff member of his or her choice present at the meeting with the instructor, if he or she chooses. The instructor then makes a decision regarding the allegation.
3. If the student does not respond to the notification within seven (7) days, the instructor continues with the investigation and report without the student's input.
4. If the instructor determines that the student has not violated the policy, the student will be notified in writing within seven (7) days of the meeting with the instructor, whether or not the student responded.
5. If the instructor determines that the student has violated the policy, the instructor completes the *Academic Dishonesty Report Form (ADRF)* within five (5) days of the initial meeting with the student or from the end of the student's seven (7) day response

period. The student then has five (5) business days to respond and to attend a formal meeting with the instructor.

6. If the student fails to respond, the instructor completes the *Academic Dishonesty Report Form* and imposes a final academic sanction which may include referring the matter to the Office of Academic Administration.
7. If the student responds, the student is given the ADRF and is asked to initial and sign the appropriate response. The student may have an Adventist University faculty or staff member of his or her choice present at the meeting with the instructor, if he or she chooses.
8. A copy of the ADRF is given to the student (if he or she responds), Academic Administration, and the Department Chair. A copy is also given to the University Disciplinary Committee, if the matter is referred to them.
9. If the instructor takes no action within (5) five days of meeting with the student, the allegations will be considered dismissed.

The disciplinary authority of Adventist University of Health Sciences is vested in the President, those asked by the President to act on his or her behalf, and in the committees and administrators of Adventist University for whom jurisdiction may be conferred for specific cases or specific areas of responsibility.

If violations of academic integrity come to light subsequent to a student's graduation from the University, the instructor, program director, or department chair may make recommendations for disciplinary action to the Office of Academic Administration. This action may include nullification of the degree awarded. Decisions of this nature may be appealed to the President of the University.

Disciplinary Sanctions for Academic Misconduct

Sanctions will be imposed according to the severity of the misconduct. Multiple sanctions may be imposed should the behavior call for the imposition of a more severe penalty. In all cases, the University reserves the right to require counseling or testing of students as deemed appropriate. Definitions of disciplinary sanctions include the following:

1. Academic action
May include altering a grade or assigning a failing grade for the assignment, examination, or course.
2. Disciplinary report
All academic misconduct and sanctions are recorded on an *Academic Dishonesty Report Form*, which is kept on file with the Office of Academic Administration for the duration of the student's attendance at the University. If academic misconduct reoccurs, the report will be taken into consideration in determining further sanctions.

3. Restitution
Students are required to compensate the University or other persons for damages, injuries, or losses. Failure to comply could result in suspension or dismissal.
4. Probation
There may be specific restrictions or extra requirements placed on the student for a specified period. These may vary with each case and may include action not academically restrictive in nature, such as restriction from participation in University activities or other requirements. Disciplinary action should be consistent with the philosophy of providing constructive learning experiences as a part of the probation. A student may be required to meet periodically with designated persons. Any further misconduct on the student's part during the period of probation may result in disciplinary suspension or dismissal.
5. University suspension
Suspension prohibits the student from attending the University. It prohibits the student from being present on specified University-owned, leased, or controlled property without permission for a specified period of time. Students placed on University disciplinary suspension must comply with all suspension requirements. A student seeking to attend the University after the conclusion of his or her suspension may apply for readmission to the University.
6. University dismissal
Dismissal permanently prohibits the student from attending classes at the University and permanently prohibits the student from re-enrolling at the University.

Resources

The following institution's policies were the sources referred to for guidance in the creation of the Adventist University Academic Integrity Policies and Procedures for Dealing with Academic Misconduct:

- The University of Cincinnati
- The University of New Orleans
- Rutgers University
- Iowa State University
- Central Michigan University

Copyright Policy

1. Introduction

Adventist University of Health Sciences expects all members of the University community to make a good faith effort to respect the rights of copyright owners. This policy serves to affirm the University's commitment to comply with copyright law, to educate members of the University community about copyright law and rights available under that law, and to provide a standard approach for addressing complex copyright issues. This policy outlines the relevant statutes, codifies University practices relevant to copyright, and recommends tools by which faculty, staff, and students can ensure they respect the rights of copyright owners.

2. Copyright Basics

2.1. The Extent of Copyright

Copyright is the right of an author, artist, or other creator of an original work of authorship to control how his or her work is used. Under the United States copyright law (title 17, U.S. Code), copyright attaches the moment the original work of authorship is fixed in any tangible form-no formal registration is necessary. Copyright protection extends to literary works; musical works; dramatic works; pantomimes and choreographic works; pictorial, graphic, and sculptural works; sound recordings; and architectural works. Ideas, concepts, principles, procedures, processes, methods of operations, and discoveries are not protected by copyright.

United States copyright law grants copyright owners the exclusive rights to copy and/or distribute their work, to create derivative works, and to publicly perform or display their work (17 U.S.C Section 106). There are limitations on these rights, but in general the unauthorized reproduction, performance, display, or distribution of a copyrighted work is copyright infringement and may subject the infringer to civil and criminal penalties.

2.2. Limitations on Exclusive Rights

The exclusive rights of copyright owners have several limitations placed on them by copyright law. These limitations include copyright term limits, the first sale doctrine, special classroom exceptions, reproduction by libraries and archives, and fair use. Uses that fall under these limitations are allowed without the permission of the copyright owner. For any other use of copyrighted materials, the user must seek permission from the copyright owner.

2.2.1. Copyright Term Limits and Public Domain (Sections 301 - 305)

Copyright protection is not eternal. In the United States, copyright now lasts for the life of the author plus 70 years. For works where the author is unknown or the copyright owner is a corporation, copyright lasts for the shorter of 120 years from the creation date or 95 years from the publication date (17 U.S.C Section 302). Once a work's copyright term expires, it enters the public domain and can be freely used by anyone without permission. Works created by officers or employees of the United States government as part of their official duties are also part of the public domain; however, works published by state governments may be copyrighted.

All works published before 1923 have entered the public domain, and other works will be added as their copyright terms expire. For more information and guidelines for determining the copyright status of a work, see Cornell University's "Copyright Term and the Public Domain in the United States" (http://www.copyright.cornell.edu/public_domain/) and the American Library Association's Digital Copyright Slider (<http://librarycopyright.net/digitalslider/>).

2.2.2. The First Sale Doctrine (Section 109)

Section 109 (17 U.S.C Section 109) grants certain rights to the owner of a particular copy of a copyrighted work. The owner of the copy may, without permission, publicly display or sell it. The owner may also lend or lease his or her copy, though the commercial lending or leasing of computer software and sound recordings is specifically prohibited.

The first sale doctrine provides libraries with the right to lend out books and movies. Section 109 also gives libraries and non-profit education institutions the special right to lend computer software and sound recordings.

2.2.3. Special Classroom Exceptions (Section 110)

In a strict sense, any presentation of a copyrighted work in a classroom, such as reading aloud from a textbook, qualifies as a public display or performance and requires permission from the copyright owner. While drafting the copyright law, Congress was aware of the need of teachers to present copyrighted material during their lessons. Schools could not function if teachers had to obtain permission before discussing any copyrighted works in class. Section 110 (17 U.S.C Section 110) addresses this problem by granting teachers and students the right to perform or display copyrighted works in face-to-face teaching situations.

For a use to qualify under the exception granted by section 110, it must meet a number of requirements. The display or performance must be an integral part of the class, must be supervised by an instructor, must take place in a classroom or similar location, and must be open only to members of the class. Also, the copies displayed or performed must be lawfully obtained.

In 2002, Congress passed the TEACH act, which extends section 110 rights to distance education. TEACH allows the digital transmission of "a performance of a nondramatic literary or

musical work or reasonable and limited portions of any other work, or display of a work in an amount comparable to that which is typically displayed in the course of a live classroom session" (17 U.S.C Section 110); digital educational works (works marketed specifically for transmission in distance education) are not covered.

TEACH also adds to the existing section 110 requirements. The educational institution must apply technological measures to prevent students from retaining the work past the class session or sharing the work without permission. And the institution must have in place copyright policies that promote copyright compliance and warn students that the works may be copyrighted.

2.2.4. Reproduction by Libraries and Archives (Section 108)

Copyright law recognizes several special rights that apply only to libraries. The primary right is the right of libraries to make and distribute a single copy of a work for non-commercial use (17 U.S.C Section 108). A library can copy an article or small portion of other types of works and give it to a library user provided that the library includes a copyright notice on the copy and has no notice that the user intends to use the copy for anything other than private study, scholarship, or research.

Section 108 also gives libraries the right to make multiple copies of works for preservation and to provide access to unpublished works.

2.2.5. Fair Use (Section 107)

One of the purposes of copyright is "to promote the Progress of Science and useful Arts" (U.S. Constitution, Article 1, Section 8). United States copyright law recognizes that there are uses, such as criticism, comment, news reporting, teaching, scholarship, and research that are necessary to promoting intellectual progress. Such "fair use" is not an infringement of copyright. While the other exceptions to copyright are put forth in some detail, fair use is left intentionally broad. Section 107 lists four factors to consider in determining whether a use qualifies as fair use:

1. "the purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
2. the nature of the copyrighted work;
3. the amount and substantiality of the portion used in relation to the copyrighted work as a whole; and
4. the effect of the use upon the potential market for or value of the copyrighted work." (17 U.S.C Section 107)

These factors are not precise, and different people may make different determinations about what constitutes fair use. Only the court can officially state whether a given use is fair use or copyright infringement.

2.3. Infringement and Damages

If a copyright owner believes that a use violates his exclusive rights, he can sue the person responsible for copyright infringement. If the court agrees that the use is infringing, the user must cease the use and can face damages of up to \$150,000 per violation plus the copyright owner's court costs and attorney fees (17 U.S.C Chapter 5). If a person makes 10 copies of a copyrighted work, each copy counts as a single violation, so damages can quickly reach millions of dollars.

A person or institution can be guilty of infringement without directly violating copyright. United States copyright law recognizes three types of infringement: direct, contributory, and vicarious. Direct infringement is the actual act of violating copyright. Contributory infringement takes place when a person or institution knew or should have known about the infringement and contributed to it. Vicarious infringement takes place when a person or institution knew or should have known about the infringement and benefited financially from it. Adventist University of Health Sciences would be guilty of vicarious infringement if a professor made illegal copies of an article for a class rather than paying for it from the department's budget.

3. Responsibility

Individual Adventist University faculty and staff members are responsible for reading and understanding the University's copyright policy and shall be held accountable for willfully disregarding it in their use of copyrighted works. The University will provide faculty and staff with access to resources that assist with determining permitted use. Faculty and staff are responsible for consulting those resources and applying them in accordance with the law.

At no time shall a faculty member, staff member, or student assistant who reproduces or distributes copyrighted materials in accordance with the written or verbal instructions of a supervisor be liable for any failure to follow copyright law. This protection does not apply if the faculty member, staff member, or student assistant acts without instructions or in a manner that falls outside of such instructions.

4. Guidelines for Proper Use of Copyrighted Materials

Adventist University of Health Sciences endorses the following guidelines on the correct use of copyrighted materials in various situations:

- Agreement on Guidelines for Classroom Copying in Not-for-profit Educational Institutions with Respect to Books and Periodicals (<http://www.copyright.gov/circs/circ21.pdf>)
- CONTU Guidelines for Interlibrary Loan Photocopying (<http://www.librarycopyright.net/presentations/GLsInterlibLoan.pdf>)

- Fair Use Guidelines for Educational Multimedia (<http://ccumc.org/node/210>)
- Guidelines for Off -Air Taping for Educational Purposes (<http://www.lib.berkeley.edu/MRC/Kastenmeier.html>)

Members of the University community are expected to abide by these guidelines where applicable. However, the guidelines represent an attempt to define the minimum use that would be considered non-infringing. They should not be considered statements of the maximum use allowed. Many uses that fall outside the recommendations of the guidelines may be covered by fair use. The guidelines are also not infallible guards against infringement. A use that seems to fit within a guideline's boundaries may actually be infringing under certain circumstances. It is important to consider how the four factors of fair use apply to every proposed use that is not clearly covered by one of the exceptions in sections 108, 109, and 110.

5. Resources

Copyright is a complex issue. In addition to guidelines, Adventist University of Health Sciences provides access to the following resources for students, faculty, and staff to use in determining if a use of work is permitted.

- University of Texas' Copyright Crash Course (<http://www.lib.utsystem.edu/copyright/>)
- Stanford University Libraries, Copyright and Fair Use (<http://fairuse.stanford.edu/>)
- North Carolina State University's TEACH Act Toolkit (<http://www.provost.ncsu.edu/copyright/toolkit/>)
- Columbia University Libraries, Copyright Advisory Office's Fair Use Checklist (<http://www.copyright.columbia.edu/fair-use-checklist>) For additional help in making decisions regarding copyright, please contact Adventist University's copyright resource officer.

6. Peer-to-peer Filesharing

Peer-to-peer filesharing has gained popularity over the last several years as a way to obtain copies of music and movies. Peer-to-peer networks allow people to download and upload material to and from any computer on the network. These networks make it easy for people to freely copy and distribute or download copyrighted music and movies.

Copying and distributing copyrighted movies and music for entertainment purposes without permission is a clear violation of copyright law. A growing use of peer-to-peer filesharing among college students is downloading textbooks. Even though the textbooks are used for education, downloading them simply to avoid paying for them is copyright infringement, not fair use. See Indiana University's "Filesharing and Copyright" (<http://www.copyright.iupui.edu/fileshare.htm>) for a more detailed discussion.

Adventist University of Health Sciences' computer use policies state that the computer network on campus is not to be used for any illegal activity. This includes downloading and uploading files in violation of copyright law. Anyone who downloads or uploads copyrighted files illegally, whether through a peer-to-peer network or other means, will be subject to the penalties outlined in the University's computer use policies.

7. Permissions

If a proposed use of copyrighted material is not within fair use or any other exception, it doesn't mean that you cannot use the material. You may be able to obtain permission from the copyright owner. The copyright owner may control licensing directly, or rights may be available from a licensing agency.

Rights are often readily available. Check with the library to find out what rights the University already has. The library's licenses for electronic access to a text-based work may include some reproduction and distribution rights. Licensing agencies, such as the Copyright Clearance Center (<http://www.copyright.com/>) or the Authors Registry (<http://www.authorsregistry.org/welcome.html>), can quickly provide rights the library doesn't have. For audio-visual materials, the library may have public performance rights for a performance not covered by section 110, or the library staff may be able to obtain those rights from the distributor.

For a comprehensive discussion of licensing and how to search for the owner of a copyright, see the Columbia University Libraries' Copyright Advisory Office (<http://www.copyright.columbia.edu/permissions>).

Active Military Duty

Any student called to active duty from the reserves of any branch of the military or the National Guard will receive special consideration from Adventist University of Health Sciences to ensure a smooth transition. Students should notify their department chair and submit a copy of the military orders. The length of service should be defined when possible. A full refund of tuition and fees for the current trimester will be granted.

Upon returning to the University, the student should provide documentation that he or she has been released from active duty. Students leaving a professional program for active duty will be able to re-enter the program at the beginning of the same trimester in the suggested plan of study. Students should refer to the individual professional program section of this Academic Catalog for readmission policies. Students in the Department of Health and Biomedical Sciences will be able to begin courses at the beginning of the next trimester following their return to civilian life. Exceptions and special needs will be addressed on an individual basis.

Attendance Policies

Adventist University students are expected to attend all scheduled courses, laboratories, clinicals, and/or practicums. The following attendance policies are in effect:

- Regular attendance in courses, laboratories, and clinicals is required.
- The student is considered to be enrolled in the course until the completed *Drop/Add/Withdrawal Form* is submitted to the Office of the Registrar. It is the student's responsibility to complete these forms as soon as the decision to drop has been made.
 - Failure to submit the completed Drop/Add/Withdrawal Form by the drop deadline will result in the grade of "WF" being given for the course.
- It is the student's responsibility to contact the instructor if class appointments have been missed.
- Failure to attend the first day of the course will result in course withdrawal.
- All arrangements for an excused absence must have the instructor's prior approval. In the event of an emergency (e.g. illness), instructors may require official documentation or verification.
- An Administrative Drop may take place if a student is absent for a period of two consecutive weeks and does not contact the instructor or complete the appropriate paperwork.
- When a student's number of absences (excused or unexcused) for any course exceeds 20% of the total course appointments, a grade of "F" may be given for that course.
- Students are allowed to consider as excused absences up to five days off for bereavement if the death was an immediate family member (spouse, parent, sibling, child, or grandparent). Other family members, such as aunts, uncles, and cousins, are usually not in this category unless they were part of the immediate family. Additional time must be requested by the student and agreed to by the instructor. Verification must be provided at the time of the student's return to class. All coursework must be made up within a time frame agreed upon with the course instructor.
- Please refer to the program handbook for additional attendance policies.

Cancellation of Course Section

A course may be cancelled if the enrollment in a particular section of a course does not reach at least six students. If necessary, course sections may be combined and/or moved. Every effort will be made to keep scheduled courses open in a given trimester.

Emergency Course Cancellation

All decisions regarding emergency school closure will be made by Adventist University of Health Sciences Administration. Information on campus closings may be obtained from the following sources:

- Campus voice message system: (407) 303-9798 or (407) 303-7747
- Campus plasma screen displays
- University Web sites: www.adu.edu; my.adu.edu
- Local area TV stations: WESH (2), WKMG (6), WFTV (9), Central Florida News (CFN 13)

College Credit by Examination

Adventist University of Health Sciences (ADU) recognizes the following types of college credit by examination:

- Advanced Placement Credit (AP)
- *College Level Examination Program (CLEP)*
- *ADU Challenge Exam*
- International Baccalaureate Credit (IB)
- Credit by Validation for Professional Licensure and Registry

College credit that is earned by examination:

- Will be recorded as a credit received (CR) grade for which no quality points will be given.
- Will not count toward residency or financial aid hours.
- Will be awarded only in areas which fall within the regular curricular offerings of Adventist University and which are related to the student's educational goals.
- Must be completed within the first week of the course a student wishes to challenge.
- Must be successfully completed before the last trimester prior to graduation.

Fees charged for CLEP and *ADU Challenge Exam* and recording fees are listed on the Fee Schedule in the Financial Aid section of the *Academic Catalog*. Applications are available in the Center for Academic Achievement and the Office of the Registrar.

Advanced Placement Credit

College-level credit may be granted to students who have completed Advanced Placement (AP) college-level courses in high school and have passed the College Board AP Examinations with a minimum score of 4. Partial credit will not be awarded for AP scores below the required minimum score of 4. Students with an AP English Language score of 3 will receive credit for English Composition I. Credit granted may not exceed credit for similar courses offered at Adventist University. Please contact the Office of the Registrar for a list of exams that are eligible for transfer of credit.

College Level Examination Program

The *College Level Examination Program* (CLEP) gives students the opportunity to receive college credit for course content they have already mastered through previous coursework or through life experiences. The computer-based program, offered through the *CollegeBoard*, is available at the Center for Academic Achievement. Students must take a CLEP test rather than the *ADU Challenge Examination* if there is a CLEP test available.

To qualify for the CLEP test, a student must:

1. Have already taken college-level coursework or obtained equivalent knowledge and/or skill in the subject.
2. Contact the Center for Academic Achievement for application materials.
3. Complete the exam before the last trimester prior to graduation.

Repeat Policy: CLEP exams may **not** be repeated.

Adventist University of Health Sciences does not award credit for *all* of the CLEP exams provided by the *College Board*. If a student has already enrolled in a course he or she wishes to challenge, the CLEP must be completed within the first week of the course. Test credit is applied according to the University policy at the time the credit is received and posted by the University. Contact the Center for Academic Achievement to register for the exam. Information on Adventist University courses that qualify for CLEP may be obtained by contacting the Office of the Registrar or the Center for Academic Achievement.

ADU Challenge Exam

The *ADU Challenge Exam* may be taken if there is no equivalent CLEP test available. Other institutional challenge exams will not be recognized or transferred.

The *ADU Challenge Exam* may only be taken once. The *ADU Challenge Exam* must be passed at the 80% level.

To qualify for the exam, a student must:

1. Have already taken college-level coursework or obtained equivalent knowledge and/or skill in the subject.
2. Petition the department in which the test will be prepared.
3. Receive approval from the department chair and the Office of Academic Administration.
4. Complete the exam before the last trimester prior to graduation.

Repeat Policy: *ADU Challenge Exams* may **not** be repeated.

If a student has already enrolled in a course he or she wishes to challenge, the *ADU Challenge Exam* must be completed within the first week of the course.

International Baccalaureate Credit

College-level credit may be granted to students who have completed International Baccalaureate (IB) college-level courses in high school and have passed the IB Examinations with a minimum score of 5. Partial credit will not be awarded for IB scores below the required minimum score of 5. Please contact the Office of the Registrar for the current policy on awarding college-level credit for successfully completed International Baccalaureate exams.

Licensure and Registry

Adventist University of Health Sciences validates college-level credit for eligible students. Students must meet the following criteria:

1. Acceptance into one of the three Bachelor Completion programs:
 - a. Diagnostic Medical Sonography (32 credits)
 - b. RN-BSN Completion Program (32 Credits)
 - c. BS in Radiologic Sciences (37 Credits)
2. Current and valid professional licensure or registry in the following areas:
 - a. Diagnostic Medical Sonography
 - b. Nuclear Medicine Technology
 - c. Nursing
 - d. Radiography

University Credit for Experience

It is not the policy of Adventist University of Health Sciences (ADU) to grant credit for life or work experience.

Course Access

Graduate Courses

Graduate level courses are for students enrolled in the graduate programs only. Undergraduate students may petition to register for graduate level courses. The following criteria must be met for undergraduate students to petition for graduate coursework:

1. Student must be enrolled in the final year of the bachelor degree.
2. Student must maintain a minimum GPA of 3.00 or above to qualify for graduate level coursework.
3. Student may receive up to six credit hours of graduate level credit hours per term to be applied to graduate level program and a maximum of 12 graduate credits total being applied toward the undergraduate level program.
4. Student enrolled in graduate level courses will be charged at the graduate tuition rate, plus any additional fees (labs, etc.).
5. Student must apply with a two week lead time prior to class beginning.
6. Student would not be allowed to use SONISWEB until proper approval has been made.
7. Student must complete a request form with approval signatures from:
 1. Undergraduate Department Chair
 2. Financial Aid
 3. Department Chair of graduate program from which the credit is received, as well as receiving statement for any additional fees.

Remedial Courses

The Department of Health and Biomedical Sciences offers several remedial courses. These courses are designed to provide students with the opportunity to bring their academic skills and knowledge in particular areas up to levels that will enable them to successfully complete college-level work in those areas. As such, they are neither factored into a student's GPA for admission to the University or professional program, nor are the credits transferable. Courses are designated Pass/No Pass. Students required to take these courses have the opportunity to take a placement test one time in an attempt to place into higher-level courses.

ENGLISH

Students with an ACT score below 19 on the English portion, a combined SAT score below 910, or an SAT Critical Reading subtest score below 470 will be placed into ENGL 091 English Review.

MATHEMATICS

Students with an ACT score below 19 on the math portion, a combined SAT score below 910, or an SAT Math subtest score below 470 will be placed into MATH 091 Introduction to Algebra. If the student chooses to take the placement exam, the score will determine which math course the student may enroll in: MATH 091 Introduction to Algebra, MATH 105 Intermediate Algebra, or MATH 120 College Algebra.

SCIENCE

Students with a standard composite ACT score of less than 19 or a combined SAT score of less than 910 will be placed into BIOL 091 Introduction to Anatomy and Physiology. There is no placement testing for this area.

University Credit by Validation

Under certain circumstances, Adventist University of Health Sciences may give credit for prior coursework in a particular field when the student validates knowledge and ability by successful completion of more advanced coursework at Adventist University in that field (see individual program conditions and specifications).

A student must submit a petition to be given credit by validation. The petition must be approved by the department chair and the Office of Academic Administration before the last trimester prior to graduation.

Credit granted by validation will not generate quality points or affect the grade point average, but will apply toward degree credit requirements. Credit by validation is awarded only in areas which fall within the regular curricular offerings of the University and which are related to the student's current educational goals. Credit by validation will not count toward residency or financial aid hours.

Communication Policy Adventist University of Health Sciences (ADU) employs three electronic modes of communication to meet the needs of its student population. Instructors will communicate in their syllabus their preferred method of communication with their students. This will vary from course to course. It is expected that all students will check these electronic modes of communications at least weekly. Students are held accountable for all information communicated to them through these systems.

- **My Academic Resource System (MARS):** MARS is used primarily for communication between students and key offices on campus relating to their enrollment and progression at Adventist University. Students can access their academic advisor or ask questions about placement testing in addition to communicating with the following departments or offices: Enrollment Services, Business Office, Registrar, Financial Aid, Bookstore, Residence Hall, and Student Services. All communication in MARS is logged and recorded for future reference. To access MARS:

- Log in to my.adu.edu
- Under Academics, click on My Messages.
- **Adventist University E-mail Account:** Adventist University e-mail accounts will be used to inform students of upcoming events, such as social events, registration and application information, school closings, and department-specific communications.
- **E-Learning E-mail:** The e-learning courseware management system includes an e-mail component which allows the members of the course and their instructors to communicate with each other. The instructors who utilize the e-learning courseware management systems will communicate in their syllabus their preferred method of communication with their students. This will vary from course to course.

Convocation

An annual Convocation event is held each fall, bringing together and celebrating the entire Adventist University family during the new school year. All students are required to attend this campus-wide event. The President's Reception is held following Convocation for all students, faculty, and staff.

Course Classification

All courses are classified as remedial, lower division, upper division, or graduate. Remedial courses are numbered 090 through 099. Lower division courses are numbered 100 through 299. Upper division courses are 300 through 499. Graduate courses are 500 and above. Students should take courses in the order prescribed in their plan of study and follow the requirements for prerequisites to avoid scheduling conflicts.

Course Credit

Students will not receive credit for a course unless they are officially registered for it by the end of the approved registration period. Please refer to the Academic Calendar for registration dates and the *Late Registration Policy* for more information.

Course Evaluations

Students are required to complete end-of-course evaluations for all courses, including didactic, clinical, and lab sections, in which they are enrolled. Evaluations must be completed by the last day of class (or as otherwise determined by the course instructor). Failure to comply with this mandatory requirement will result in a grade of incomplete (I) being awarded for the class,

including the process and fees attached (see *Academic Catalog* for complete guidelines and fees).

Course Load

Course load is expressed in trimester credits. A trimester credit represents one 55-minute lecture course or equivalent per week for one trimester of 14 weeks with approximately two hours of preparation per hour in each course. Thus, a four-credit lecture course would meet 220 minutes and require eight hours of preparation per week. Laboratory courses are measured with either a 2:1 or 3:1 ratio, with two or three 55-minute periods of lab time making up one trimester credit. Each department sets clinical ratios.

Full-time students are defined as those who are enrolled in 12 or more credits per trimester. The normal course load for a student at Adventist University of Health Sciences is 12-16 credits per trimester, although more than 16 credits may be required by specific programs in some trimesters (see the Academic Department sections of this *Academic Catalog*). Main and Denver campus students who wish to register for more than 16 credits in any given trimester must obtain permission from their advisor and their department chair. Distance education students who wish to register for more than 12 credits in any given trimester must obtain permission from their advisor and their department chair. Additionally, distance education students can enroll in no more than two courses in any seven-week period. Students requesting an overload will receive appropriate counseling from their respective program advisers.

Course load *includes all outstanding incompletes*. For example, nine credits of incompletes from the prior term will limit the number of credits a student may take in the current enrollment period.

A student may not be concurrently registered at another college or university and Adventist University of Health Sciences without permission from the Office of Academic Administration. Refer to the Transient Policy in the Academic Information section for more information.

Directed Study

Students have the opportunity to participate in courses that are designed to concentrate on a particular problem or area in any of the academic disciplines offered at Adventist University of Health Sciences. These courses may be taken for up to three-credit hours and are recorded on the student's permanent academic record as Directed Study. Students interested in these courses should complete the *Application for Directed Study* available from the Office of the Registrar.

Drop Policy

It is the responsibility of the student to withdraw in writing to the Office of the Registrar prior to the deadline published in the *Academic Catalog*. The student must submit a completed drop form (Main campus and Denver, *Drop/Add/Withdrawal Form*; Distance Education, *Drop/Withdrawal Form*) by the deadline. The assigned grade is determined by the date the student or faculty member notifies the office, not the last date of attendance. The last day to drop a course is determined by the week number in the session. Students may withdraw during the first week of the course without penalty. No record will appear on the permanent academic record. Beginning with the second week of the course to the published Drop deadline, students will receive a "W" for the course. Students who withdraw after the published deadline will receive a "WF" for the course. This grade is equivalent to a failure.

Student-initiated Withdrawals

Important information for students seeking to withdraw from a course(s).

Students should be aware that course withdrawals may affect:

- Anticipated graduation dates
- Immigration status
- Financial status
- Eligibility for a professional program
- Progression requirements for a professional program.

Before a student withdraws, we recommend that the student:

- Meet with the professor to discuss his or her progress in the course
- Meet with an academic advisor to discuss how the withdrawal will affect his or her educational plans
- Meet with a financial aid advisor to discuss how the withdrawal will affect his or her financial aid
- Refer to the Refund Policy in the Financial Information section of the *Academic Catalog*.

Faculty-initiated Withdrawals

An Administrative Drop may take place if a student is absent for a period of two consecutive weeks and does not contact the instructor or complete the appropriate paperwork.

Drop Deadlines for All Academic Sessions

Number of Weeks in Session	Number of weeks in session	Grade of "W" will be assigned during this period	Grade of "WF" will be assigned
4	End of 1 st school week in the session	Beginning of 2 nd week to end of 3 rd week	Beginning with the 4 th week
5	End of 1 st school week in the session	Beginning of 2 nd week to end of 4 th week	Beginning with the 5 th week
7	End of 1 st school week in the session	Beginning of 2 nd week to end of 5 th week	Beginning with the 6 th week
9	End of 1 st school week in the session	Beginning of 2 nd week to end of 7 th week	Beginning with the 8 th week
10	End of 1 st school week in the session	Beginning of 2 nd week to end of 8 th week	Beginning with the 9 th week
11	End of 1 st school week in the session	Beginning of 2 nd week to end of 8 th week	Beginning with the 9 th week
12	End of 1 st school week in the session	Beginning of 2 nd week to end of 9 th week	Beginning with the 10 th week
14	End of 1 st school week in the session	Beginning of 2 nd week to end of 11 th week	Beginning with the 12 th week
16	End of 1 st school week in the session	Beginning of 2 nd week to end of 12 th week	Beginning with the 13 th week
17	End of 1 st school week in the session	Beginning of 2 nd week to end of 13 th week	Beginning with the 14 th week
18	End of 1 st school week in the session	Beginning of 2 nd week to end of 14 th week	Beginning with the 15 th week

Duplicate Diploma

Duplicate diplomas may be issued under the following conditions:

- Lost
- Damage
- Legal name change

Students must submit a notarized letter detailing his or her request. Additional documents may be required. Please contact the Office of the Registrar for more information. Students will be charged a \$100 processing fee.

Examinations and Grade Reports

Credit will not be granted for any course unless the student has completed the required work. Students are expected to adhere to the published final examination schedule. If multiple examinations are scheduled concurrently or the student is required to sit for more than three examinations in one day, arrangements for alternate test dates (within the final exam period) may be made with the department chair.

Grade reports are available online. Grades will be disclosed to third-parties only with a student's signed consent. Refer to the Student Rights and Confidentiality of Records section in this *Academic Catalog*.

Jury Duty

The individual course instructor will make reasonable accommodations for any student required to fulfill jury duty obligations. This includes providing additional time to complete assignments, tests, or quizzes missed during the absence. Students should submit a copy of their jury duty notice to the course instructor.

Laptop Policy

All students are required to have a laptop that meets the Adventist University of Health Sciences specifications (see the Software and Hardware Requirements section below in the *Academic Catalog*). Students may purchase a laptop from the University or bring their own if they meet the standards. Some professional programs may require that the laptop be purchased from the University-approved vendor. Students should contact their program of interest for more information. Financial aid may be available to cover the cost of purchasing a new computer. Please check with your Financial aid counselor. If approved, financial aid will only be approved

for use with the approved University vendor. For more information, please use the following link: <http://www.adu.edu/about/bookstoreandcafe>.

Software and Hardware Requirements

Adventist University's computers use the *Microsoft Windows*-based operating system. Students are required to submit all work in a format compatible to *Microsoft Office 2010*.

Requirements

The Adventist University campus offers an open wireless environment. To use the Internet, your computer should be able to access an 802.11 g/n wireless network, have the latest version of FLASH and JAVA installed, and have a current and updated version of antivirus software installed.

Laptop/Mobile Device Policy

The use of laptops/mobile devices in the classroom is strictly for learning activities related to the class in session. Instructors have the prerogative to ask that all electronic devices be turned off. Students may bring laptops to all classes as long as they abide by this policy.

Library

The Robert A. Williams Library provides instruction and resource materials that support the educational programs and goals of Adventist University of Health Sciences. The Library is located on the first and second floors of the General Education building.

Individual reference service is offered during library hours of operation. Customized group and individual instruction in the effective use of information resources, such as databases or educational modules, are available upon request. A group study room, individual study carrels, computers, scanning, printing, photocopying, and faxing are available at the Library.

Access to materials from other libraries is available through Interlibrary Loan. The online catalog, subscription databases, e-journals, e-books, streaming video, Refworks citation management tool, copyright guidelines, Internet-based learning modules, *APA Style Guide*, *Ask-A-Librarian* (reference questions), and *Interlibrary Loan/Document Delivery* request information may be accessed remotely at library.adu.edu. Several multidiscipline academic and general reference databases are available, as well as specialty databases in nursing, allied health, consumer health, business, literature, computer technology, opposing viewpoints, student resources, and newspapers. Specialty database reference modules are offered in

health, science, arts, humanities, psychology, social science, women's interests, children's issues, education, law, international issues, military, and multicultural topics.

Readmission after Academic Dismissal

Students not enrolled in an academic program who have received an academic dismissal from the University may petition the Office of Academic Administration for readmission. If readmission is granted, additional admission documents may be required by the Office of Enrollment Services.

Students within an academic program who have received an academic dismissal from the program must refer to individual program readmission policies.

Registration

Registration is conducted via the University website my.adu.edu for both new and returning students. Students must select courses and submit them for advisor approval to reserve their seats in the desired courses. All remaining steps must be completed for the registration process to be finalized.

To accommodate web registration, a schedule of all courses will be published in advance of the designated term (fall, spring, or summer). The schedule includes the courses offered, sections, days, times, and building and room locations. Additionally, registration deadlines, dates and times of final exams, and other important announcements will be published.

All Adventist University students must complete the following to register for courses:

- Attend and complete the ADU New Student Orientation.
 - Online Modules
- Complete the required background, drug testing, and immunization requirements as outlined in your admissions/acceptance package.
- Receive Background Check clearance.
- Activate ADU student-issued email account.
- Submit a passport-sized photograph and a scanned copy of a state issued driver's license by the Drop/Add deadline.
 - This applies to *Distance Education students* only
 - If the appropriate documents are not submitted, a registration hold will be placed for the subsequent registration term
- Have an approved *Adventist University Graduation Application* on file in the Office of the Registrar to register for their final term.

Late Registration

All students must complete the registration process within the approved registration periods. Exceptions to this policy will be considered only under extenuating circumstances when students submit a Late Registration Form accompanied by appropriate documentation.

Remedial Courses

The Department of Health and Biomedical Sciences offers several remedial courses. These courses are designed to provide students with the opportunity to bring their academic skills and knowledge in particular areas up to levels that will enable them to successfully complete college-level work in those areas. As such, they are neither factored into a student's GPA for admission to the University or professional program, nor are the credits transferable. Courses are designated Pass/No Pass. Students required to take these courses have the opportunity to take a placement test one time in an attempt to place into higher-level courses.

English

Students with an ACT score below 19 on the English portion, a combined SAT score below 910, or an SAT Critical Reading subtest score below 470 will be placed into ENGL 091 - English Review (3).

Mathematics

Students with an ACT score below 19 on the math portion, a combined SAT score below 910, or an SAT Math subtest score below 470 will be placed into MATH 091 - Introduction to Algebra (3). If the student chooses to take the placement exam, the score will determine which math course the student may enroll in: MATH 091 - Introduction to Algebra (3), MATH 105 - Intermediate Algebra (3), or MATH 120 - College Algebra (3).

Science

Students with a standard composite ACT score of less than 19 or a combined SAT score of less than 910 will be placed into BIOL 091 - Introduction to Anatomy and Physiology (3). There is no placement testing for this area.

Repeated Courses

If a student chooses to repeat a course, the following policies apply:

- If a course taken elsewhere is repeated at Adventist University of Health Sciences, the Adventist University course and grade will be recorded on the transcript and will be used in computing the GPA. The other course will not be transferred. Students who choose to repeat courses that have already been transferred must notify the Office of the Registrar in writing so that the transferred course may be removed from their transcript.
- If the course was taken and repeated at Adventist University, both courses and grades will appear on the transcript. The lower grade will remain on the transcript, but the quality points will be disregarded. The higher grade will be used in computing the GPA.
- Courses taken at Adventist University of Health Sciences must be repeated at Adventist University in order to receive grade forgiveness.

Permission to repeat a course may be limited by the policies of certain degree programs. Please consult the individual program sections of this *Academic Catalog*.

Student Conduct

Adventist University of Health Sciences (ADU) will admit and retain only those students who demonstrate by their conduct that they are in accord with its mission and standards outlined in the student handbook. These objectives and standards can be found summarized in the *Student Handbook* policies and procedures, which is available electronically through the ADU website. Students who register for classes agree to accept and abide by the standards and regulations of a Seventh-day Adventist University.

Student Grievance Policy

Students with grievances which are not covered under the Academic Appeal Policy (*Academic Catalog*) or the Discipline Policy (*Student Handbook*) are encouraged to take the appropriate steps to resolve the issue informally by discussing it directly with the individual(s) involved. If informal resolution is not possible or the issue was not resolved, students may submit a written grievance to the Office of Student Services within ten business days of the incident. The Office of Student Services will investigate the case and respond to the student in writing within ten business days.

Time Limits for Completion of a Program

- Certificates (one-year) 24 months
- A.S. degrees 48 months
- B.S. degrees 84 months
 - B.S. Biomedical Sciences

- B.S. Health Sciences
- B.S. Nuclear Medicine Technology
- B.S. Nursing
- Bachelor's completion degrees 60 months
 - B.S. Diagnostic Medical Sonography (DMS)
 - B.S. Radiologic Sciences (R)
 - R.N. to B.S.N. - Nursing (N)
- Bridge programs 84 months
 - BSDMS bridge
 - BSRS bridge
 - BSN bridge

Students may request short extensions beyond these time limits by submitting a petition to the department chair. The decision either to grant or deny such a request is final.

Transcripts

The Registrar issues transcripts of a student's Adventist University of Health Sciences academic record upon receipt of the *Transcript Request Form* or by written and signed request of the student. Requests for transcripts should be received by the Office of the Registrar at least ten business days before they are needed. Telephone or e-mail requests cannot be honored. Official transcripts will not be issued to students with unpaid accounts or those who are in default on federal loan payments and/or who owe a repayment on any federal grant unless the student can provide official documentation that arrangements have been made with the lending institution.

Transfer Credit

College-level credit earned at another institution will be transferred and applied toward degree requirements under the following policies. Grades and quality points are not transferable and will not be added or reflected in the Grade Point Average (GPA).

1. All credit must appear on an official transcript from the original institution at which the credit was earned.¹
2. Foreign transcripts must be evaluated (course-by-course evaluation) and/or translated by an evaluation organization approved by Enrollment Services. Information regarding the approved organizations may be obtained from the Office of Enrollment Services.
3. Only general education courses that are required in the curriculum of the student's professional program will be transferred.
4. Only courses with a minimum grade of "C" (2.00) will be considered for transfer. Courses considered equivalent with grades of "P" (Passing) or "S" (Satisfactory) as the final

grade will be evaluated individually, based on the institution's interpretation of a passing grade.

5. Transfer credit will be placed on a student's transcript during the first trimester in which the student enrolls as a degree-seeking student. Time limits on prerequisite courses are based on date of acceptance to the University rather than the date of entrance to the degree program.
6. Math, science, and computer courses must have been completed within five years of acceptance to Adventist University of Health Sciences.² Courses completed more than five years before the date of acceptance will require the student to validate competency by passing a challenge examination or by enrolling in the appropriate course or courses.
7. All other general education courses must have been completed within seven years of acceptance to the University, unless the courses are encapsulated in an earned degree.^{3, 5}
8. The total number of credits transferred may not exceed those allowed by the residency policy. According to the residency policy, a student must complete 50 trimester credits at Adventist University of Health Sciences to earn the Associate of Science degree and 36 additional trimester credits at Adventist University to earn the Bachelor of Science degree.
9. Students who wish to transfer courses from a professional program (for example, a nursing course) must petition the respective department for evaluation of credit.
10. Courses that are not clearly defined on a transcript may not be automatically transferred. The student will be asked to submit course descriptions and/or syllabi for further evaluation.
11. Current Adventist University students wishing to take coursework at another college or university while enrolled at Adventist University of Health Sciences may do so only after receiving permission from their department chair and the Office of Academic Administration. The student must file a Petition for Transient Letter Form with the Registrar no fewer than 15 business days before registration at the other institution. Please refer to the Transient Policy.
12. The credit-granting institution must have regional accreditation.⁴
13. Transcripts and/or diplomas received from institutions affiliated with regionally accredited U.S. institutions will not be subject to an independent transcript evaluation.

¹ A transcript is considered official when stamped with the school seal, signed by the appropriate school official, and received in a sealed envelope directly from the sending institution. Adventist University of Health Sciences will not accept transcripts issued to students or submitted by students as official documents.

² Transfer students entering any bachelor's completion program or certificate with an A. S. degree or higher may be exempt from the five-year limit on math, science, and computer courses. Please refer to the program section of the *Academic Catalog*.

³ If a student has a break in enrollment at Adventist University of Health Sciences of longer than

one year, the time limit policy will be applied, based on the trimester the student re-enters the University.

⁴ If the institution was placed on provisional status or lost its accreditation (by the regional accrediting body to which it belongs) at the time of the student's attendance, those courses will be evaluated on an individual basis. If the institution was placed on candidacy status at the time the student took the course, Adventist University of Health Sciences will accept the courses for transfer under general Adventist University guidelines. If the institution was regionally accredited at the time the student took the course, but is no longer accredited or is on provisional status at the time of transfer evaluation, Adventist University of Health Sciences will accept the courses for transfer under general Adventist University guidelines.

⁵An English Composition course that exceeds the general education time limit may be eligible for transfer of credit if the student successfully completed English Composition II (or equivalent) within the approved general education time limits.

Transient Policy

Transient Students from Another Institution

Students seeking degrees at another college or university who wish to enroll at Adventist University of Health Sciences for one trimester are classified as non-degree seeking. In order to register as a transient student, the official transient form(s) from the student's current institution verifying eligibility must be submitted to the Office of Enrollment Services.

Transient students who have not been previously enrolled at Adventist University, must submit an *Adventist University Application* with their verification document(s) to the Office of Enrollment Services.

- Registration as a transient student does not imply acceptance to the University or to a degree or certificate program.
- Financial Aid is not available to transient students.
- Transient students are subject to add/drop policies that apply to Adventist University students.
- Prerequisite coursework (if required) must be successfully completed before enrolling in the desired course(s).
- Transient students may be asked to submit official transcripts to verify successful completion of prerequisite courses.

Adventist University Students Transient at Another Institution

Currently enrolled Adventist University students wishing to enroll in courses at another institution must meet the following conditions:

- Have regular academic standing.
- The institution at which the student wishes to take the transient course(s) must be regionally accredited.
- Residency requirements for Adventist University must still be met. (Refer to the Residency Requirements.)
- Prerequisite coursework must be successfully completed for the desired course.
- Students must not exceed the Adventist University-approved course load. (Refer to the Course Load Policy.)

A Transient Letter may be issued for the following reasons:

- The required course cannot be completed at Adventist University of Health Sciences by graduation.
- Adventist University students residing outside Seminole, Orange, or Osceola counties wishing to complete courses in their home town during the summer trimester (does not apply to Distance Education students).
- A required course is offered at a time that would present an undue burden for the student.

Process for Granting Transient Status

- Complete the *Petition for Transient Letter Form*.
- Submit the course description(s) with the *Petition for Transient Letter* to the Office of the Registrar at least 15 business days before the start of the trimester.

If the student's request is approved, the student will be mailed a copy of the transient letter. If the request is denied, the student will be mailed notification of denial.

An approved Petition for Transient Status is valid for the requested term only.

Transfer of Credit for Transient Courses

Adventist University of Health Sciences will only accept the credit hours earned from transient courses with a minimum grade of "C" (2.00)¹. Quality points from transient courses are not recorded on the Adventist University transcript. Therefore, credits earned at another institution will not affect the University cumulative GPA.

- Students must request that an official transcript with a record of the completed course be sent to Adventist University of Health Sciences for evaluation and transfer.
- Transferred credit must meet the guidelines under the Transfer of Credit Policy.
- Students may look online at my.adu.edu, to view transferred courses.

Withdrawal Policy

This policy applies to students wishing to withdraw from courses in a given trimester, from a program, or from Adventist University of Health Sciences. Such students must:

- Obtain an *Add/Drop/Withdrawal Form*.
- Meet with their appropriate department representative(s).
- Meet with representative(s) from Financial Aid and/or Financial Services.
- Submit the *Add/Drop/Withdrawal Form* with all required signatures to the Office of the Registrar.

Students who temporarily leave the University will be given a withdrawn status if they are gone for more than two academic periods. Students who attend other institutions after leaving will be required to provide updated official transcript(s) for evaluation upon re-entry to Adventist University.

International Student Regulations

Adventist University of Health Sciences is enriched by the diverse body of international students on campus. It is our goal to educate international students as to their responsibility as the recipient of an F-1 Visa from the United States Government. The following information will help explain how to stay in status. Failing to maintain status is serious and could result in removal (deportation). It is each student's responsibility to make sure that all Department of Homeland Security (DHS) rules and regulations pertaining to international students are observed.

The International Student Advisor (ISA) in the Office of Enrollment Services is happy to assist our students with documentation, application for Practical Training, and other individual needs. The following regulations apply to currently enrolled international students only. Adventist University is currently accepting a limited number of applications from new international students requiring an F Visa. Contact the Office of Enrollment Services for pre-screening criteria. Additionally, Adventist University of Health Sciences does not admit international students on Probation status. A minimum cumulative GPA of 2.50 must be presented during admission review in order to be eligible to study at the University.

Academic Requirements

All F-1 students are required to enroll in no fewer than 12 credits per trimester. Please refer to "Permission to Fall Below Full-Time Status" for limited exceptions to this rule.

General Requirements

All international students are expected to stay in close contact with the International Student Advisor. Notification of travel, dropping and adding courses, employment arrangements, and anything else that may affect an international student's status must be communicated to the International Student Advisor.

Obtaining a Social Security Card

Effective October 13, 2004, the Social Security Administration will not accept an application for a social security number from an F-1 student who will be engaged in on-campus employment unless the student has both a letter from the Designated School Official and proof of employment. For more information, visit <http://www.ssa.gov/ssnumber/>. Please contact the International Student Advisor for more information or assistance.

On-Campus Employment

On-campus employment is defined as employment on the University's premises. This would permit eligible F-1 students to work on campus for 20 hours per week or less. Working over 20 hours per week cannot be authorized. F-1 students who are maintaining their status by enrolling in no fewer than 12 credits per trimester may work beginning with their first term at the University. Florida Hospital is considered on-campus employment.

Off-Campus Employment

Students with an F-1 visa are strictly prohibited from working off campus. Only three exceptions apply to this rule:

- Severe financial hardship - If an F-1 student has been enrolled at Adventist University of Health Sciences for one full year and can exhibit severe financial hardship, he or she can appeal to the government for permission to work off campus for up to 20 hours per week.
- Clinical requirements - If an F-1 student is required to complete clinicals at a location other than one of the seven Florida Hospitals located in Orlando, he or she must be authorized for Curricular Practical Training (CPT).

- Optional Practical Training (OPT) - This option is available to international students once they have graduated from a degree program and plan to work in the field related to their degree.

The International Student Advisor must be consulted for any of these off-campus employment options. If an F-1 student is found to be working off-campus without CPT or economic hardship authorization, he or she will be terminated from Student and Exchange Visitor Information System (SEVIS) immediately and must exit the country as soon as possible. Any appeals for reinstatement will be automatically denied by the U.S. Citizenship and Immigration Services (USCIS).

Traveling

F-1 students planning to travel out of the country during school breaks should contact the International Student Advisor no fewer than two (2) weeks before their departure date. The Advisor must sign the student's I-20 before leaving the country to ensure a smooth return into the United States. The signature on the student's I-20 is good for one year only.

The ISA will also give the F-1 student a letter stating that the student is in good standing with the University. Once the student has returned to the United States, he or she must make an appointment with the ISA to deliver copies of any new travel documents.

Permission to Fall Below Full-Time Status

There are three main instances in which F-1 students may legally fall below full-time student status (12 credits per trimester). They are:

- Language difficulty (this can only be authorized for the student's first trimester).
- Medical reasons (will be approved only with proper documentation from a Medical Doctor, Doctor of Osteopathy, Psychologist, or Psychiatrist).
- Final trimester of study.

If any student would like to use one of these options, the International Student Advisor must be consulted for proper documentation in SEVIS. All other international students have the responsibility to maintain at least 12 credits per trimester. If 12 credits are not maintained, the student will fall out of legal status.

Permanent Residency Application

Once an F-1 student has filed an I-485 Form with USCIS to apply for Permanent Residency and has received a Notice of Action from USCIS, that student is no longer required by law to maintain full-time student status. However, Adventist University of Health Sciences strongly

recommends to its F-1 students with a Notice of Action that they continue to maintain full-time student status in the event that the Notice of Action is withdrawn. Please consult with the International Student Advisor as to the best course of action in this situation.

Optional Practical Training (OPT)

Optional Practical Training (OPT) is a temporary employment benefit extended to F-1 students after graduation who have been maintaining their full-time student status for at least one full academic year. Its purpose is to give students the opportunity to gain work experience related to their degree, and is limited to 12 months total for each degree level in a field directly related to the students' course of study. A 17-month Science, Technology, Engineering, and Mathematics (STEM) extension for OPT is available to graduates of the B.S. Biomedical Sciences or B.S. Health Sciences degrees only. For more information on this STEM extension, please contact the International Student Advisor.

Students with an active I-20 cannot attend school to pursue a degree while completing OPT. Students are allowed to take up to 6 credits of courses per trimester while on OPT as long as a degree is not being pursued. Optional Practical Training (OPT) authorization expires the day an international student enrolls in a new academic program with an I-20 prior to the expiration of the OPT. Part-time classes may be taken for enrichment purposes only during OPT.

To apply for OPT, make an appointment with the International Student Advisor at least three months prior to the date of graduation. Do not apply for OPT if you think you may not graduate on time.

Requirements Following Graduation

Students graduating from an Associate of Science degree program intending to pursue a Bachelor of Science degree program at Adventist University of Health Sciences should see the International Student Advisor, once acceptance to the B.S. program has been obtained and no less than one month before graduation for an updated I-20.

After graduation, all F-1 students have a 60-day grace period before returning to their home country or enrolling in a new academic program. If no arrangements are made to maintain legal status in the United States, the student will be in violation of their F-1 status on the 61st day after graduation.

Keep in Touch

One of the most common difficulties encountered by international students is miscommunication. Abiding by the government regulations pertaining to F-1 students is the responsibility of each F-1 student, but the International Student Advisor is always willing to assist with questions. It is very important to keep in touch with the International Student Advisor, and you can do so by calling 407-303-7742 or 407-303-7747, ext. 110-6111.

Degree Requirements

Students must complete the following college-level general education requirements in order to be eligible for an Associate of Science degree:

A.S. degree requirements	Trimester Credits
English Composition	6
Mathematics	3
Computer Literacy	2-3
Natural Sciences	6
Religion ^{1,2}	6
Behavioral Sciences	3-6
Physical Education	1-2

Additional requirements for a B.S. degree	Trimester Credits
Statistics	3
Physical Education	1-2
Religion ^{1,2}	6-7

Humanities ²	3-6
Elective	3-14

¹ Adventist University graduates must complete six college-level credits for the Associate of Science degree and six for the Bachelor of Science degree. Students may not use the same courses to meet both degree requirements. Graduates of both degrees will complete 12 college-level credits of religion.

² All incoming students are required to take and successfully complete, with a minimum grade of C (2.00), the course *Philosophy of Healthcare* during their first trimester. This two- or three-credit course will help students prepare to be successful at the University and also set the stage for their career as a healthcare provider. This course may count towards the Adventist University religion or humanities requirement.

Associate of Science Degrees

Course credits listed in parentheses are prerequisite courses and must be completed before entering a degree or certificate program.

ASR = Radiography	ASOTA = Occupational Therapy Assistant
ASDMS = Diagnostic Medical Sonography	ASPP = Pre-Professional

Behavioral Sciences

	ASR	ASOTA	ASDMS	ASPP
General Psychology	3	3	3	3
Developmental Psychology		3		
Introduction to Sociology				

English/Language Arts

	ASR	ASOTA	ASDMS	ASPP
English Composition I	3	3	(3)	3
English Composition II	3	3	3	3
Medical Terminology	2	2	2	
Introduction to Public Speaking				3

History/Humanities

	ASR	ASOTA	ASDMS	ASPP
World Civilization I or II				3
Humanities				

Mathematics/Computer Literacy

	ASR	ASOTA	ASDMS	ASPP
Intermediate Algebra		3 ¹		
Survey of Mathematics		3 ¹		
College Algebra	(3)	3 ¹	(3)	
Introduction to Statistics				
Any college-level Mathematics course				3
Introduction to Microcomputers	3	2 ²	3	3

Natural Sciences

	ASR	ASOTA	ASDMS	ASPP
Anatomy and Physiology I w/lab	4	4	4	
Anatomy and Physiology II w/lab	4	4	4	
Concepts of Pathophysiology		3	3	
Sectional Anatomy w/lab	3		3	
Principles of Microbiology w/lab				
Principles of Chemistry				
Principles of Chemistry Lab				
Any college-level Chemistry course with Lab				

Nutrition

	ASR	ASOTA	ASDMS	ASPP
Survey of Physics w/lab	4		(4)	
College-level science courses appropriate to career path				16

Physical Education

	ASR	ASOTA	ASDMS	ASPP
Fitness		1		
Health and Wellbeing				2
Any college-level Physical Education course	2		2	

Religion

	ASR	ASOTA	ASDMS	ASPP
Issues in Grieving and Loss		2	2	
Introduction to Christian Ethics		2	2	
Philosophy of Healthcare		2	2	
Any college-level Religion course(s)	6			6

¹ The OTA program requires MATH 103, MATH 105, or MATH 120.

² Students who have completed two semesters of high school algebra with a minimum grade of "B" (3.00) in each semester within the last five years are exempt from this requirement.

³ Students who can validate competency by achieving a passing score on a computer challenge exam may be exempt from this course.

⁴ Students who have completed two semesters of high school chemistry with a minimum grade of "B" (3.00) in each semester within the last five years are exempt from this requirement.

Bachelor of Science Degrees

Course credits listed in parentheses are prerequisite courses and must be completed before entering a program.

Nursing: GBSN = Generic Option/RNBSN = Completion Program	BSHS = Health Sciences
BSRS = Radiologic Sciences	BSBS = Biomedical Sciences
BSDMS = Diagnostic Medical Sonography	BSNMT = Nuclear Medicine Technology

Behavioral Sciences

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
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General Psychology		3	3		3	3	3
Developmental Psychology	(3)	(3)			3	3	
Introduction to Sociology	(3)	(3)			3	3	
Aging and Society	3	3			3	3	

Business

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
Legal Aspects of Healthcare			3	3	3		
Leadership and Organizational Behavior			3	3			
Marketing and Healthcare			3	3			
Components of Healthcare Financial Management			3	3			
U.S. Healthcare System					3	3	3

English/Language Arts

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
English Composition I	(3)	(3)	3	(3)	3	3	(3)
English Composition II	(3)	(3)	3	(3)	3	3	(3)
Medical Terminology					2		2
Survey of American Literature					3	3	

Technical Writing			3	3			
Introduction to Public Speaking					3	3	

History/Humanities

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
Philosophy of Healthcare							3
World Civilization I or II	3	3			3	3	
Any college-level History course					3	3	
Any college-level Humanities course	3	3			3	3	

Mathematics/Computer Literacy

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
College Algebra			3	(3)			(3)
Any college-level Mathematics course equivalent to College Algebra or above					3	3	
Introduction to Statistics							
Introduction to Applied Statistics	3	3	3	3			
Elementary Statistics					3	3	(3)

Any college-level Mathematics course	(3)	(3)					
Introduction to Microcomputers ²	(3)	(3)	3	3	3	3	

Physical Education

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
Fitness							
Health and Wellbeing	2	2			2	2	2
Any college-level Physical Education course					1	1	

Religion

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
Christian Ethics and Healthcare					3	3	
Ethics for Nursing and Allied Health							
Issues in Grieving and Loss							
Introduction to Christian Ethics					2	2	2
Jesus and Contemporary Society							
Lessons on Living: Biblical Perspectives			3	3			

Philosophy of Healthcare	(3)				3	3	
World Religions for the Healthcare Professions (upper division)	3	3	3	3			
Any upper division Religion course(s)	3	3			3	3	6
Any college-level Religion course(s)	(3)				1		4
Any RELB course						3	

Natural Sciences

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
Anatomy and Physiology I w/lab	(4)	(4)	4	(4)		4 ¹	(4)
Anatomy and Physiology II w/lab	(4)	(4)	4	(4)		4 ¹	(4)
Concepts of Pathophysiology							3
General Biology I w/lab						4 ¹	
General Biology II w/lab						4 ¹	
General Chemistry I w/lab						4	4
General Chemistry II w/lab						4	4
General Physics I w/lab						4	4
General Physics II w/lab						4	4

Sectional Anatomy w/lab			3	3			3
Principles of Microbiology w/lab	(4)	(4)					
Survey of Inorganic Chemistry	(3)	(3)					
Survey of General Chemistry Lab							
Survey of Organic and Biochemistry	(3)	(3)					
Nutrition	(3)	(3)					
Survey of Physics			4	4			

Nursing

	GBSN	RNBSN	BSRS	BSDMS	BSHS	BSBS	BSNMT
Introduction to Professional Nursing	(2)						

¹ Students in the Bachelor's degree program in Biomedical Sciences must take either BIOL 101 and BIOL 102 with labs, or BIOL 151 and BIOL 152 with labs.

² If a computer course were not part of the transfer A.S. degree, a computer course must be taken as part of the B.S. degree (students may take a challenge exam). This computer course may count as an elective course. Students who complete the entire B.S. degree in the online format may obtain this credit by validation; please see specific program section for more information.

Definition of a Major

A major is a field of study designated by a prescribed set of courses in an academic discipline. When combined with specific general education and cognate courses, the successful completion of the requirements within the major lead to a degree in that area of study. All degree-seeking students must declare a major.

Double Major Policy

Students have the option of simultaneously completing coursework and graduating with two majors in different fields of study. Only one of these programs may be clinically-based, however. Once a student has been admitted to both programs, he or she must complete the *Double Major Declaration* and receive approval from his or her advisor. Only students in good academic standing who meet the criteria for progression within each professional program at Adventist University of Health Sciences may apply for the double major status. This form can be obtained from the Office of Enrollment Services.

All double major students are expected to be actively enrolled in course work for both majors. Double major students should enroll in at least one course for each major during each trimester.

To graduate, the student must complete all requirements for both majors. Two separate diplomas will be issued. In the *Graduation Program*, the student's name will appear under each major as graduating from that program. Refer to the Graduation section of the *Academic Bulletin* for additional graduation requirements.

Definition of a Minor

A minor is a program of study with less depth than a major. It may be completed as an addition to a major or to complement a major.

To minor in a program of study, a student must complete a minimum of 18 credit hours. The requirements and the curriculum for a minor are determined by the academic department offering the minor. Students must apply and receive approval from the department chairs of both academic programs and Academic Administration. Credits applied toward a minor will not count toward completion of a declared major.

Graduation

Certificate, Associate, Bachelor's, and Master's of Science degrees are conferred three times a year at the end of each trimester. Graduation ceremonies are held at the end of the fall and spring trimesters.

All incomplete, deferred, and missing grades must be resolved before a student can graduate. Students have the option to graduate with a double major (refer to the Double Major Policy section).

All students must submit a *Graduation Application* to initiate the graduation process. These applications are available on the University website. Students anticipating completion of degree

requirements must file this form with the Office of the Registrar by the date indicated on the form. Failure to meet the deadline will result in being unable to participate in the graduation ceremony and register for their last term. Please contact the Office of the Registrar for more information.

All degree candidates are encouraged to participate in the graduation ceremonies. A graduation fee (see the Fee Schedule section) will be assessed the last trimester students are in attendance before completing their degree requirements.

Students who have received Federal Stafford Loans while enrolled at Adventist University of Health Sciences will need to complete exit loan counseling before receiving their diploma or transcript.

Students who are eligible to graduate with two degrees at commencement may walk with the program of their choice. Students may not walk with both programs.

Students completing degree requirements at the end of the summer and fall trimesters should participate in the fall ceremony. Students completing degree requirements at the end of the spring trimester should participate in the spring ceremony.

Students who plan to complete degree requirements at the end of the summer trimester may participate in the preceding spring graduation ceremony under the following policies:

1. At the time of graduation, the student may not have more than 12 credits pending.
2. The outstanding credits must be completed by the last day of final exams during the summer trimester immediately following the spring graduation ceremony.
3. If students fail to complete the degree requirements by the end of the summer trimester, a fee equal to 50% of the current graduation fee will be assessed to cover additional processing costs.
4. Students who are pending completion of degree requirements will not be eligible for graduation honors.¹
5. Students will not be eligible to participate in any other graduation ceremony for the conferral of the same degree.
6. Incomplete, deferred, and missing grades must be resolved before the degree can be conferred.

¹ Graduates of Occupational Therapy Assistant and Nuclear Medicine Technology programs are eligible for graduation honors.

Graduation Honors

Students who achieve a cumulative Adventist University GPA of 3.50 or higher will graduate with the following honors:

Summa Cum Laude	3.90-4.00
Magna Cum Laude	3.75-3.89
Cum Laude	3.50-3.74

Courses taken in a previous encapsulated Adventist University degree will not contribute to the GPA calculation for honors distinction at graduation. This applies to students in completion degrees, certificate, and graduate degree programs only.

Financial Aid

Financial Assistance General Information

To apply for financial aid, students need to complete the *Free Application for Federal Student Aid (FAFSA)* and the online *Adventist University of Health Sciences (ADU) Financial Aid Application*. Students will also need to be accepted to the University in order for us to award financial aid. The forms are available at my.adu.edu, financial services, financial aid, and some at www.adu.edu.

In order to be eligible for any financial aid, the student must:

1. Be accepted on Regular, Provisional, or Probationary status.
2. Be enrolled as a degree-seeking student.
3. Be registered at least half-time (six trimester credits). See Federal Pell Grant for additional detail.
4. Be a U.S. citizen or permanent resident.
5. Not be in default or owe a refund on Title IV (federal) funds. If you are in default or owe a refund, contact your lender, servicer, or prior institution to make a payment in full or to make arrangements.

If a student is selected for verification, he or she will need to supply additional documentation required to complete the financial aid file. The student will be able to view this via the online financial aid system.

Once all documentation is reviewed and packaged, students will be able to view the types and amounts of financial aid they are eligible to receive via the online financial aid system.

Students do not receive any aid during non-enrollment periods. Students who withdraw or drop out during a given enrollment period will fall under the Financial Aid Refund policy. A student's continued eligibility is also based on maintaining Satisfactory Academic Progress (SAP).

Federal and state regulations require Adventist University to ascertain that the combined financial resources available to a student from all sources do not exceed the student's documented educational need. The Financial Aid Office monitors all financial aid and adjusts the award to conform to federal, state, and institutional regulations.

For financial aid purposes, need is determined by using the following financial aid formula:

(Cost of Attendance) - (Expected Family Contribution) = **Educational Need**

Cost of Attendance refers to the amount it costs to attend Adventist University. This cost includes tuition, an estimated book allowance, an estimated cost for uniforms, an estimated cost for computer for first-time students, a matriculation fee, professional fees, room and board, and personal and travel allowances. The Expected Family Contribution is determined by analyzing the data the student and/or parent provide(s) on the FAFSA, according to a process which has been mandated by the Congress of the United States. The difference between the above two components is considered to be the student's *Educational Need*.

Students will be able to view their estimated awards they should receive for the coming year via the online financial aid system. Awards that are listed before the end of the drop/add period will disclose estimated awards that are based on the enrollment information provided by the student on the *ADU Financial Aid Application*. If the student enrolls for credits that are different from what the aid was based on, the award may change. Students are not eligible for financial aid if they are not making Satisfactory Academic Progress (SAP) or are in default on or owe a refund for Title IV (federal) aid. Students who indicated on their aid application, or the Stafford/PLUS Loan Request Form, the amount to be borrowed, must still apply for the loan(s) by completing a Master Promissory Note (MPN) and Entrance Loan Counseling. Parents who indicated on the Stafford/PLUS Loan Request Form the amount to be borrowed must complete the Master Promissory Note. Each year, the parent needs to complete a Direct PLUS Credit Decision Request and the Loan Request Form. The Master Promissory Note and Entrance Loan Counseling need to be completed only once. If an endorser is used, a borrower will need to complete a new MPN for each new loan.

Financial Aid Application Deadlines

Students must apply for financial aid each award year, which is available after January 1. The Adventist University of Health Sciences (ADU) Financial Aid Office must receive the results from the FAFSA and have a completed online *ADU Financial Aid Application*. The student must be accepted to the University. All material should be submitted by April 9, 2015, for best award

consideration for the 2015-2016 award year. All students needing to use financial aid for registration purposes must complete the financial aid process at least **six weeks** before the first day of classes of the trimester for which they wish to enroll. See the calendar for the exact deadline dates.

Students who wish to have a Stafford Loan processed and who will not be enrolled for the following term of the award year (award year is fall, spring, and summer) need to make sure that all documentation is turned into the Financial Aid Office at least four weeks prior to the end of the trimester. This deadline is to guarantee that the dollars will be on the student's account by the end of the term.

Rights and Responsibilities of Financial Aid Recipients

All of the information submitted to the Financial Aid Office is treated confidentially. Only Adventist University employees directly associated with processing financial aid documents have access to the files. Financial aid recipients have the right to know what the Financial Aid Office has done with their information and what will be expected of the recipients. This includes information about how need is determined, how recipients are selected, how financial aid is awarded, and what rules are followed. Financial aid awards are made without regard to sex, race, age, marital status, disability, sexual orientation, color, or national or ethnic origin. Students who are concerned that they have not been treated equally or fairly should discuss the situation with the Financial Aid Director or the Senior Vice President for Finance.

The student is responsible for reading the information provided regarding financial aid, providing complete and accurate information, and following the instructions that are given regarding the application for financial aid.

Fund Disbursements

Financial aid for the trimester is based on the number of credits a student is registered for at the end of the drop/add period. At that time, financial aid will be credited to the student's account. Students who have been selected by the U.S. Department of Education for verification must have the verification process completed before financial aid will be released. Students will be notified of the procedure by the Financial Aid Office.

Students eligible for the Federal Pell Grant need to have the verification process completed no later than 120 days after their last day of enrollment or August 31, whichever is earlier. Students eligible for the Federal Supplemental Educational Opportunity Grant (FSEOG) have until 120

days after their last day of enrollment, and students requesting loans need to have the verification process completed by their last day of enrollment.

If a credit occurs after Title IV (federal) aid has been disbursed to the student's account, the credit will be issued to the student or parent within fourteen days by Higher One as long as the MyOneMoneyCard is active. You will receive a MyOneMoney card in the mail and you will need to select a refund method. Students or parents who want the credit to stay on the account must provide written notification to the Financial Aid Office. Students or parents who have given the school permission to hold their credit and then decide otherwise must provide written authorization of change to the Financial Aid Office. Students should be prepared to cover their own living expenses well into the trimester.

Satisfactory Academic Progress for Financial Aid Recipients

The U.S. Department of Education requires that all students who receive financial aid must make progress toward their program of study. Satisfactory Academic Progress (SAP) is the measure of a student's overall progress. Adventist University of Health Sciences has created the following requirements to comply with the federal regulations. Students who fail to meet these requirements may not receive financial aid, including loans.

A student's entire academic history will be reviewed for the purposes of determining SAP, including credits not paid for by financial aid. Whether a student is considered to be making satisfactory academic progress depends on his or her cumulative grade point average (GPA), successful completion of courses (credit hours), and maximum time limits to complete his or her course of study. Students must meet all the requirements listed below:

Grade Point Average (GPA) Requirement

A student must maintain an overall GPA of 2.00 at the end of each trimester. The GPA is calculated on Adventist University courses. If a student repeats a course, the policies regarding repeated courses will apply.

Cumulative Completion Requirement

A student must successfully complete (with letter grades A, B, C, D) a minimum of 67% of the cumulative credits attempted, combining all Adventist University credits and all transfer credits added to Adventist University of Health Sciences transcript. The percentage of earned credits is calculated by dividing all earned credits by all attempted credits.

- **Attempted credits** are defined as the credits for which the student is enrolled. All courses are considered attempted credits whether or not the course is completed. Grades of F, course withdrawals (W or WF), audits, pass/no pass, deferred grades, incompletes, in progress, or grades not submitted by the instructor are considered attempted hours.
- **Earned credits** are defined as the sum of credits for which a student has earned a minimum grade of "D-" (0.70). Audits, deferred grades, failures, incompletes, in progress, withdrawals, or grades not submitted by the instructor are not earned credits. Passing credits received for pass/no pass courses are considered earned credits. Failing grades in pass/no pass courses are considered not earned. Changes in the GPA due to the completion of the incomplete or deferred grade are taken into account for aid eligibility at the next appointed evaluation time.
- **Repeated credits** These credits are included in the calculation of both attempted and earned credits. Financial aid is available for the initial time a course is taken and one retake.

Maximum Time Limit Requirement (Pace)

Students must complete their program in no more than 150% of the published length of the educational program. Part-time enrollment and summer enrollment count in the maximum time frame calculation. At evaluation time, if it is clear that a student cannot mathematically finish his program within the maximum time frame, he becomes ineligible for aid. For example, if the program requires 72 credits, the student must complete the program within 108 total credits attempted. Credits used in this calculation include those accepted for transfer and those attempted at Adventist University. If a student changes his or her course of study, only the hours from the previous course of study that will count toward the student's new degree requirements are included in the calculation of attempted and earned credits.

Consortium Agreement

Students who are receiving financial aid under a consortium agreement must submit their transcripts from the other institution within three weeks after the end of the term. These credits will be counted as attempted and earned in the calculation.

Evaluation of Academic Progress

A financial aid recipient's satisfactory academic progress is evaluated after each trimester. Students meeting the SAP Policy will continue to receive aid.

Financial Aid Warning

A student not meeting the cumulative GPA or the completion requirements will be placed on financial aid warning automatically for one term only during the next trimester of enrollment and is eligible to receive aid during the warning trimester. The student will receive a letter of financial aid warning. At the end of the warning trimester, the student must meet the Satisfactory Academic Progress (SAP) Policy to continue to receive aid. If a student does not meet the SAP Policy, he or she can submit an appeal to be considered for financial aid probation status.

Financial Aid Suspension

Students who do not meet the cumulative GPA and completion rate requirements are no longer eligible for financial aid until they have taken classes, using their own funds, and have raised their cumulative GPA and completion rate to meet the above requirements. The student will receive a financial aid suspension letter. Students who have been suspended may appeal for reinstatement of financial aid eligibility and must submit a written appeal with documentation by the first day of classes.

Financial Aid Probation

The student who does not meet SAP and has used the Financial Aid Warning trimester and has successfully appealed may continue to receive financial assistance during the financial aid probationary period. At the end of the financial aid probationary period, the student will:

- Be removed from the financial aid probationary status because both cumulative GPA and completion rate requirements are met; or
- Be suspended from receiving assistance from federal, state, and institutional sources and will receive a financial aid suspension letter.

Appeal Procedure

A student has the right to appeal a suspension of financial aid once, based on extenuating circumstances, such as, but not limited to, illness, death of a family member, and natural disaster(s), etc.

- Appeals must be submitted in writing to the Financial Aid Appeal Committee using the *Satisfactory Academic Progress Appeal Form*. A student must make sure to put in details why he or she did not meet SAP and what has changed to allow him or her to meet SAP at the next evaluation period.

- Documentation verifying the special circumstances should be attached (for example, doctor's letter, third-party letter, etc.).
- An *Academic Progress Plan* is also required, and it must be reviewed and signed by the student and his or her academic advisor.

Once the Financial Aid Appeal Committee considers the appeal, notification of the decision will be sent to the student within two (2) weeks of the date the appeal was received or after the trimester final grades have been posted. If the appeal is granted, the student will receive aid for the financial aid probation trimester. At the end of that trimester and subsequent trimesters, the student's academic progress will be reviewed. If the conditions of the appeal are met, the student will continue to be eligible for aid. If the conditions of the appeal are not met, the student will no longer be eligible for financial aid until SAP is met.

Financial Aid Refund Policies

A student who does not begin attending classes is not eligible for any type of financial aid. Aid is based on the number of credits for which a student is registered at the end of the drop/add period. Students who have withdrawn by this time will not receive any financial aid for that term.

When a student begins classes and subsequently withdraws, financial aid is subject to adjustment, depending on the withdrawal date and the type of financial aid (see *Withdrawal Policy* in the Academic Information section). The adjustment will involve a determination of how much of the student's financial aid was "earned" and how much was "unearned" or was excess aid. Earned financial aid will be retained in the student's account to apply to his or her charges. If a student received excess funds, Adventist University must return a portion of the excess equal to the lesser of (a) the institutional charges multiplied by the unearned percentage of the student's funds, or (b) the entire amount of the excess funds.

Federal Aid

A student who receives federal aid (Pell Grant, Supplemental Educational Opportunity Grant [SEOG], Subsidized Stafford Loan or Unsubsidized Stafford Loan, or Parent Loan), and withdraws during the first 60% of the trimester or enrollment period will have his or her federal aid adjusted, based on the amount of time the student was enrolled. The amount of federal aid a student *earns* will be directly proportional to the percentage of time enrolled. The student who withdraws after the 60% period will be able to keep all of his or her federal financial aid.

For all programs offered in modules, a student is a withdrawal for Title IV purposes if the student ceases attendance at any point prior to the end of the term. A program is offered in modules if a course or courses in the program do not span the entire term. A student is not considered a withdrawal for Title IV purposes, if at the time of withdrawal the student confirms in writing that he or she is still attending a class or will attend a class that begins later in the term.

The unearned amount of federal aid will be returned to the source, using the following distribution priority:

1. Federal Unsubsidized Stafford Loan
2. Federal Subsidized Stafford Loan
3. Federal PLUS Loan
4. Federal Pell Grant
5. Federal SEOG
6. Other federal aid

If Adventist University of Health Sciences is not required to return all of the unearned loan funds, the student must return the remaining amount. Any loan funds that the student has to return will be repaid according to the terms of the promissory note.

If a student is responsible for returning federal grant funds, only 50% is required to be returned. A student retains eligibility for 45 days from the date that Adventist University sent notification to the student that he or she owes the overpayment. During the 45 days, students will have the opportunity to continue their eligibility for federal aid by repaying the overpayment in full to the University or by signing a repayment agreement with the U.S. Department of Education. If the student does not take one of these two actions during the 45-day period, he or she becomes ineligible for future funding on the 46th day. Additional information regarding signing the repayment agreement may be obtained from the Financial Aid Office.

If a student withdraws from Adventist University of Health Sciences during a trimester and the total amount of federal funds the student earned is greater than the total amount disbursed, the student may be eligible to receive a post withdrawal disbursement. For the post-withdrawal disbursement, the University can credit grants for tuition, fees, room and board (without authorization) and for other educational charges (with authorization from the student or parent) up to the amount of outstanding charges. Adventist University must notify the student or the parent, in writing, for a parent PLUS loan, prior to making any post-withdrawal disbursement of loan funds. The University will send written notification to the student or parent within 30 days of the date that the University determined that the student withdrew. Confirmation must be received before the funds can be credited to the account or directly disbursed. The written notification will:

1. Include the grant and/or loan to be credited and the grant and/or loan available as direct disbursement.
2. Explain that the student or parent may accept or decline some or all of the post withdrawal disbursement.
3. Explain the student's or parent's obligation to repay the loan.
4. Explain that no post-withdrawal disbursement will be made if the student or parent has not responded within 14 days of the written notification date.

If the student and/or the parent responds to the University notice within 14 days and instructs Adventist University to make all or a portion of the post withdrawal disbursement, the funds will

be disbursed in the manner specified in the response within 120 days of the date that the University determined that the student withdrew. If the student and/or the parent does not respond to the University notice, no post-withdrawal disbursement will be credited to the account or disbursed directly.

Grants from Other States or Private Source Scholarships

These types of aid will be handled in accordance with the policy of the sponsoring organization. Lacking specific guidance, the following applies:

- A student who does not begin attending classes will have his or her grant or scholarship returned to the sponsoring organization.
- A student who begins attending classes and withdraws will be allowed to retain the full amount of the grant or scholarship for the term.

If there is any question as to the intent of the grant or the scholarship, Adventist University will contact the organization for guidance.

State of Florida Aid

A student who receives FRAG, FSAG, or CDDV from the State of Florida and withdraws from Adventist University of Health Sciences after the end of the drop/add period will not have any adjustment unless tuition is refunded at 100%. Students must maintain a minimum 2.00 cumulative GPA and must have successfully completed 12 credits for each term they received the FRAG or FSAG and 6 credits for each term they received CDDV. Credits from the summer, fall, and spring trimesters are used to determine credits successfully completed.

Students that receive the Bright Futures Scholarship will be required to repay the cost of any course dropped or withdrawn unless an exception is recommended by the Financial Aid Office. Repayment for the cost of dropped or withdrawn courses is required to renew a Bright Futures award for a subsequent academic year. For renewal criteria, see the Bright Futures section.

Academic Transcript Request Policy for Student Loan Borrowers in Default

Adventist University policy prevents the Office of the Registrar from releasing official academic transcripts for borrowers who are in default on their Federal Direct Stafford (Subsidized/Unsubsidized) Loans, GSL, or Federal Supplemental Loan for Students (SLS). Every request is handled on an individual basis until the loan default has been cleared. An

academic transcript may be requested by students for educational or employment purposes when the request satisfies the following conditions:

Transcript for Educational Purposes

1. The borrower must have made the necessary payments to the lending institution to bring the loan payment current, and
2. The borrower must have made six consecutive monthly payments as scheduled prior to release of the transcripts.
3. The transcript will be sent directly to the academic institution.
4. The provisions and conditions in No. 1 and No. 2 above must be attested to in writing by the lending institution or the guaranty agency handling the loan.
5. A copy of the letter described in No. 4 above confirming satisfactory status must be sent to the Financial Aid Office, together with a cover letter from the student requesting an academic transcript. A confirmation letter is valid for the purposes of this policy for six months from its date.

Transcript for Employment Purposes

1. The transcript is released for employment purposes only and is so stamped.
2. The transcript is sent directly to the prospective employer and may not be shared with any other party.
3. The borrower in default must contact his or her guaranty agency in writing to acknowledge his or her student loan debt and make an acceptable repayment commitment of a specified monthly amount.
4. A copy of the letter written to the borrower's lender or guaranty agency, as stated in item No. 3 above, must be sent to the Financial Aid Office, along with a cover letter from the student requesting an academic transcript.

Future requests for academic transcripts may be denied should a borrower not follow through on his or her commitment as stated in the letter to the lender or guaranty agency.

State Financial Aid Programs

Bright Futures Scholarship

This is a scholarship program composed of three awards for Florida high school or academy graduates with outstanding academic achievement who will attend an eligible Florida institution (such as Adventist University). The student (or the parents, if the student is a dependent) must be a Florida resident for a minimum of twelve consecutive months prior to the beginning of the

academic term for which funds are requested. The dates for each term will be listed on the online financial aid system. The student must be enrolled for at least six trimester credit hours and not have been found guilty of nor pled *nolo contendere* to a felony charge. The student cannot have a prior Bachelor's degree, be in default, or owe a repayment on federal or state grants or loans.

Applications must be completed during the last year in high school. Students may apply online at www.floridastudentfinancialaid.org or submit an application which is available from high school guidance counselors.

Students must complete the online *ADU Aid Application* each year for us to determine the amount eligible to receive.

Students will be required to repay the cost of any course dropped or withdrawn unless an exception is recommended by the Financial Aid Office. Repayment for the cost of dropped or withdrawn courses is required to renew a Bright Futures award for a subsequent academic year.

For renewal criteria, Bright Futures recipients are required to meet a GPA standard that is listed under each category and must meet minimum earned credit hour requirements.

Student Credit Hours Funded (per term)	Required Earned Credit Hours (per term)
12 or more credit hours	12 credit hours
9 - 11 credit hours	9 credit hours
6 - 8 credit hours	6 credit hours

The three award categories are as follows:

Florida Academic Scholars Award

Students must achieve a minimum cumulative GPA of 3.50 in 16 credits of college preparatory courses and have attained the score established by the state legislature on the SAT or ACT. Students must also have 100 hours of community service. To see the minimum scores or other ways to qualify, go to www.floridastudentfinancialaid.org/SSFAD/bf/fasrequire.htm.

To renew the scholarship, students must maintain a minimum cumulative GPA of 3.00 and meet the minimum earned credit-hour requirements that are listed in the Bright Futures section. If students fail to achieve a 3.00 GPA in college but achieve a minimum 2.75 GPA, they will automatically be transferred to the Florida Medallion Scholars Award level for the remainder of their college career. There is a one-time restoration option.

The award will be an amount per credit hour that is specified by the General Appropriations Act. The award may cover up to 45 trimester credit hours per academic year. Summer tuition and fees may be covered, if funds are available, and the student has not completed 45 trimester credit hours during the first two trimesters. Students may use the scholarship for up to 132 trimester credit hours to complete an undergraduate degree.

The top Academic Scholar award recipient in each school district receives cost per credit hour award established by the Florida Legislature in the General Appropriations Act in addition to the Florida Academic Scholars award.

Florida Medallion Scholars Award

Students must achieve a minimum cumulative GPA of 3.00 in 16 credits of college preparatory courses and have attained the score established by the state legislature on the SAT or ACT. Students must also have 75 hours of community service. To see the minimum scores or other ways to qualify, go to www.floridastudentfinancialaid.org/SSFAD/bf/fmsrequire.htm.

To renew the scholarship, students must achieve a minimum 2.75 cumulative GPA and meet the minimum earned credit hour requirements that are listed in the Bright Futures section.

The award will be an amount per credit hour that is specified by the Federal Appropriations Act. The award may cover up to 45 trimester credit hours per academic year. Summer tuition and fees may be covered, if funds are available, and the student has not completed 45 trimester credit hours during the first two trimesters. Students may use the scholarship for up to 132 trimester credit hours to complete an undergraduate degree.

Florida Gold Seal Vocational Scholars Award

Students must achieve a 3.00 weighted GPA, using the 16 credits required for high school graduation, and a 3.50 unweighted GPA in a minimum of three Career and Technical Education credits in one vocational program (taken over two academic years), and have attained the score established by the state legislature on the SAT, ACT or CPT. Students must also have 30 hours of community service. To see the minimum scores or other ways to qualify, go to www.floridastudentfinancialaid.org/SSFAD/bf/gsvrequire.htm. High School students graduating 2001-12 and thereafter are not eligible here at ADU.

To renew the scholarship, students must achieve a minimum cumulative GPA of 2.75 and meet the minimum earned credit hour requirements that are listed in the Bright Futures section.

The award will be an amount per credit hour that is specified by the General Appropriations Act. The award may cover up to 45 trimester credit hours per academic year. Summer tuition and fees may be covered, if funds are available, and the student has not completed 45 trimester

credit hours during the first two trimesters. This is a two-year scholarship. Students may use the scholarship for up to 90 trimester credit hours or their equivalent.

Florida Resident Access Grant (FRAG)

This grant program provides tuition assistance to Florida undergraduate students attending an eligible private, non-profit institution (such as Adventist University). If this grant and all other grants or scholarships that are earmarked for tuition and fees exceed the amount charged to the student for tuition and fees, the FRAG grant will be reduced so there is no excess. The student (or the parents, if the student is a dependent) must be a Florida resident for a minimum of twelve consecutive months prior to the beginning of the academic term for which funds are requested. The dates for each term will be listed on the online financial aid system. Students must be U.S. citizens or eligible non-citizens and must be enrolled for at least 12 credits by the end of the drop/add period and maintain Satisfactory Academic Progress (SAP). The student cannot have a prior Bachelor's degree, be in default, or owe a repayment on federal or state grants or loans. The grant is available for nine trimesters of undergraduate work. Funding is not available during the summer trimester. To receive the FRAG for the following school year, the student must maintain a minimum 2.00 cumulative GPA and must have successfully completed 12 credits (9 credits if A.S. Nursing) for each term he or she received the FRAG. Credits from the summer, fall, and spring trimesters are used to determine credits successfully completed.

Students must complete the FAFSA and the online *ADU Financial Aid Application* and submit these to the Financial Aid Office by the end of the drop/add period (the last day to drop with no record) of the trimester for which the grant is requested. The grant is awarded in the fall and spring trimesters only. The amount of the award is specified each year by the Florida Legislature.

Florida Scholarships for Children and Spouses of Deceased or Disabled Veterans and Service members

This scholarship program (CDDV) provides scholarships for dependent children or unremarried spouses of Florida veterans or service members who died as a result of service-connected injuries, diseases, or disabilities sustained while on active duty or who have been verified by the Florida Department of Veterans' Affairs as having service-connected 100% permanent and total disabilities. The program also provides funds for dependent children whose parent is classified as a prisoner of war or missing in action by the Armed Forces of the United States or as civilian personnel captured while serving with the consent or authorization of the United States Government during wartime service. Funds are for tuition and registration fees.

The student (or the student's parents, if the student is a dependent) must be a Florida resident for a minimum of twelve consecutive months prior to the beginning of the fall term for which funds are requested. The date will be listed on the online financial aid system. Students must be U.S. citizens or eligible non-citizens, be enrolled for a minimum of 6 credits by the end of the drop/add period. The student cannot have a prior Bachelor's degree, be in default, or owe a repayment on any federal or state grants or loans.

Students apply online at www.floridastudentfinancialaid.org by April 1 and ensuring that the Florida Department of Veterans Affairs certifies the applicant's eligibility by April 1.

To receive CDDV for the following school year, the student must have a minimum cumulative GPA of 2.00 and earned 6 credit hours for the number of terms for which the award was received.

Florida Student Assistance Grant (FSAG)

Students may be eligible for the need-based Florida Student Assistance Grant (FSAG) from the Florida Department of Education if they attend an eligible public or private Florida institution (such as Adventist University). The student (or the student's parents, if the student is a dependent) must be a Florida resident for a minimum of twelve consecutive months prior to the beginning of the term for which funds are requested. The date will be listed on the online financial aid system. Students must be U.S. citizens or eligible noncitizens and must be enrolled for at least 12 credits by the end of the drop/add period. The student cannot have a prior Bachelor's degree, be in default, or owe a repayment on federal or state grants or loans. The grant is available for nine trimesters of undergraduate work. Funding is not available during the summer trimester. To receive FSAG for the following school year, the student must maintain a minimum 2.00 cumulative GPA and must have successfully completed 12 credits for each term he or she received the FSAG. Credits from the summer, fall, and spring trimesters are used to determine credits successfully completed.

Students may apply by completing and submitting the FAFSA and the online *ADU Financial Aid Application*. The grant is awarded on a first-come, first served basis. The annual minimum and maximum award amount may vary each academic year. For the 2012-13 academic year, the minimum annual award amount was \$200 and the maximum was \$2,534. Notice of eligibility may be viewed via the online financial aid system.

Jose Marti Scholarship Challenge Grant

This is a need-based scholarship of \$2,000 per academic year for students of Hispanic culture who were born in (or have a natural parent who was born in) Mexico, Spain, South America, Central America, or the Caribbean. Students must be U.S. citizens or eligible non-citizens,

enrolled full time, and have been continuous residents (or the parents, if the student is a dependent) of Florida since August of the year preceding the one for which they are applying. Students must not be in default or owe a repayment on federal or state grants or loans. Students must apply as high school/academy seniors or graduates.

Students may apply online at www.floridastudentfinancialaid.org by April 1. The FAFSA must be completed in time to be processed by May 15.

Federal Financial Aid Programs

Federal Grants

Federal Pell Grant

To be eligible for the Pell Grant, one must demonstrate substantial financial need. The Federal Pell Grant is for undergraduate students. The student can be enrolled less than half time, half time, three quarter time, or full time. Students may apply by completing the *FAFSA*. The *FAFSA* is available online at www.fafsa.ed.gov, or by calling 1-800-433-3243. Notification of eligibility is sent to the student from the processing agency and the Financial Aid Office. The amount of the award (\$602 - \$5,730) is based on the determination of eligibility and the cost of attendance at the college or university of the student's choice. Students who receive a Pell Grant can receive Pell for 12 semesters (or equivalent). To see when the dollars have been credited, the student may look online at my.adu.edu, Student Account.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG is given to undergraduate students who have not completed their first baccalaureate degree. Awards will be given to students who have the lowest family contribution, and priority will be given to Federal Pell Grant recipients. Students must be enrolled at least half-time and be making satisfactory academic progress. The minimum award is \$100. To see when the dollars have been credited, the student may look online at my.adu.edu, Student Account.

Federal Loans

Federal Direct Subsidized and Direct Unsubsidized Loans

Federal Direct Subsidized Loan

The Direct Subsidized loan enables undergraduate students to borrow money directly from the government. The interest rates will change on the first of July each year and is based on the 10-Year Treasury Note Index plus an add-on percentage not to exceed 8.25%. The student must be enrolled at least half time to receive the loan. There is a six-month grace period from the time the student is no longer enrolled half-time until the student must start making payments. The U.S. Department of Education subsidizes or pays the loan's interest while the student is enrolled at least half-time.

Eligibility for the Federal Direct Subsidized Loan is based strictly on need as determined by the financial information provided by the student and/or parent on the FAFSA. Total financial aid, including scholarships, grants, loans, and work-study cannot exceed documented educational need. The terms, conditions, sample repayment schedules, and the necessity for repaying loans are available at www.studentloans.gov. The Master Promissory Note (MPN) is available online at www.studentloans.gov and must be certified by the Financial Aid Office while the student is enrolled. The Master Promissory Note only needs to be completed **once** and you can borrow additional loans on a single MPN for up to ten years as long as there has been a disbursement on the loan within 12 months of the submission of the MPN.

Students requesting the Federal Direct Subsidized Loan for the first time at Adventist University of Health Sciences must complete an Undergraduate Entrance Loan Counseling session online at www.studentloans.gov before disbursement of student loans is made. Students withdrawing from school, or who drop to less than half-time enrollment, as well as those who graduate, must complete an Undergraduate Exit Loan Counseling session online at www.studentloans.gov in which important payback information concerning their loan is covered.

A student who is taking prerequisite courses to be admitted into a graduate program are eligible for loans for one consecutive 12-month period. A student who is taking courses to raise his or her GPA in order to be admitted would not be eligible.

A student will receive a disclosure statement from the Department of Education that will give specific information about any loan that the school plans to disburse under his or her Master Promissory Note (MPN), including the loan amount, fees, and the expected disbursement dates and amounts.

A student that borrows a loan will have the loan information sent to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and schools determined to be authorized users of the data system.

To see when the dollars have been credited, a student may look online at My.adu.edu, Student Account. A student will also receive notice in writing each time Adventist University disperses

part of his or her loan funds. In addition, the University will provide information on how to cancel all or part of a student's disbursement, should he or she find the funds no longer necessary.

Students are not eligible for the Federal Direct Subsidized Loan while on provisional acceptance status.

Federal Direct Unsubsidized Loan

The Federal Direct Unsubsidized Loan has the same requirements and loan limits as the Federal Direct Subsidized Loan program, except it is not based on need. The interest rates will change on the first of July each year and is based on the 10-Year Treasury Note Index plus an add-on percentage not to exceed 8.25% and the interest is the responsibility of the borrower. Students may pay the interest while they are in school, or they may have it capitalized (added to the principal balance of the loan).

All financial aid cannot exceed the cost of attendance.

A student that borrows a loan will have the loan information sent to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and schools determined to be authorized users of the data system.

To see when the dollars have been credited, a student may look online at my.adu.edu, Student Account. A student will also receive notice in writing each time Adventist University disburses part of his or her loan funds. In addition, the University will provide information on how to cancel all or part of a student's disbursement, should he or she find the funds no longer necessary.

Students are not eligible for Federal Direct Unsubsidized Loans while on provisional acceptance status.

Borrowing Limits

The total combined amounts a student may borrow in Direct Subsidized and Unsubsidized Loans may not exceed the annual loan limits or aggregate limits, which are specified in federal regulations. Annual loan limits are determined by class standing (freshman, Sophomore, etc.) and dependency status. Students who will be finished with their program during the award year and do not enroll for three trimesters will have their loans prorated. Students that are accepted as Post Baccalaureate students doing prerequisites to be accepted into a graduate program are eligible for loans for one consecutive 12-month period.

Annual Limits

Dependent

Class Standing	Credits Earned	Maximum Subsidized	Unsubsidized	Combined Subsidized & Unsubsidized
Freshman	0-31	\$3,500	\$2,000	\$5,500
Sophomore	32-62	\$4,500	\$2,000	\$6,500
Junior/Senior	63-124	\$5,500	\$2,000	\$7,500
Post Baccalaureate		\$5,500		\$5,000

Independent

Class Standing	Credits Earned	Maximum Subsidized	Unsubsidized	Combined Subsidized & Unsubsidized
Freshman	0-31	\$3,500	\$6,000	\$9,500
Sophomore	32-62	\$4,500	\$6,000	\$10,500
Junior/Senior	63-124	\$5,500	\$7,000	\$12,500
Post Baccalaureate		\$5,500	\$7,500	\$12,500

Aggregate Limits

The cumulative amount that a student can borrow through the years is called the aggregate limit. A student who exceeds the aggregate loan limit is ineligible to receive any Title IV funding.

	Dependent Undergraduate	Independent Undergraduate
Maximum Subsidized	\$23,000	\$23,000
Combined Subsidized and Unsubsidized	\$31,000	\$57,500

Federal Direct Parent Loan for Undergraduate Students (PLUS)

The Direct PLUS is a federal credit-based loan which parents of a dependent student may borrow to help with the cost of education. Parents may be eligible to borrow up to the total cost of attendance minus other aid received. A parent is defined as a student's natural mother or father, adoptive parent, or stepparent. A parent with an adverse credit history may be denied a Direct PLUS Loan. The interest rates will change on the first of July each year and is based on the 10-Year Treasury Note Index plus an add-on percentage not to exceed 10.50%. The student must be enrolled at least half time to receive the loan. This loan is also unsubsidized; consequently, interest accrues from the date of origination and is the responsibility of the parent borrower. Payment of the loan starts 60 days after the loan has been fully disbursed for the year or can be delayed at the request of the borrower until six months after the student is no longer enrolled at least half-time. Each year, the parent must complete a *Direct PLUS Credit Decision Request* and the *Loan Request Form*. The terms, conditions, sample repayment schedules, and the necessity for repaying loans are available at www.studentloans.gov. The parent can borrow additional loans on a single Master Promissory Note (MPN) for up to ten years as long as there was no endorser. The *Loan Request Form* is available online at my.adu.edu or at the Financial Aid Office, and the loan must be certified by the Financial Aid Office while the student is enrolled at least half-time. The parent may need to provide proof of permanent resident status.

The parent will receive a disclosure statement from the Department of Education that will give the parent specific information about any loan that the school plans to disburse under the MPN, including the loan's amount, fees, and the expected disbursement dates and amounts.

A parent that borrows a loan will have the loan information sent to the National Student Loan Data System (NSLDS), and will be accessible by guaranty agencies, lenders, and schools determined to be authorized users of the data system.

To see when the dollars have been credited, the parent should have his or her student look online at my.adu.edu, Student Account. The parent or student will also receive notice in writing each time Adventist University disburses part of his or her loan funds. In addition, the University will provide information on how to cancel all or part of a student's disbursement, should the parent find the funds no longer necessary.

Parents are not eligible for Federal Direct PLUS loans while their student is on provisional admission status.

Federal Direct Loan Counseling

In order to help prevent defaults, Adventist University of Health Sciences offers entrance and exit loan counseling to explain the rights and responsibilities of a student borrower. Students who have disputes or problems with their loans may contact the Student Financial Assistance Ombudsman for help at Financial Aid 1-877-557-2578 or <http://ombudsman.ed.gov> or Office of the Ombudsman, Student Financial Assistance, U.S. Department of Education, Rm. 3012, ROB

#3, 7th and D Streets SW, Washington, DC 20202-5144. The procedures for Entrance and Exit Counseling are as follows:

Entrance Loan Counseling

All students who are awarded the Federal Direct Subsidized or Direct Unsubsidized Loan for the first time at Adventist University of Health Sciences are required by federal regulations to complete Entrance Loan Counseling prior to receiving any loan proceeds.

Students will be able to meet the requirement by doing Entrance Loan Counseling online at www.studentloans.gov.

Items to be reviewed will include the following:

- Explanation of all sources of aid
- What effect the loan will have on the eligibility of the borrower for other forms of student aid
- Constraints on aid
- Explanation of the use of the Master Promissory Note (MPN)
- Terms and conditions of various loan programs
- Option of the borrower to pay the interest while in school on the Direct Unsubsidized Stafford Loans or the Direct PLUS loans
- Information on how interest accrues and is capitalized during periods when the interest is not paid by the borrower or the Secretary
- Definition of half-time enrollment and consequences of not maintaining half-time enrollment
- Importance of contacting the Financial Aid Office if the borrower withdraws prior to completing the program of study
- Example of monthly repayment schedule
- Loan repayment and options, financial planning, and consequences of delinquency and default
- Keeping the lender informed
- Deferment, forbearance, and cancellation conditions
- Information on the NSLDS and how the borrower may access his or her records
- Need for the student to retain all loan documentation
- Explanation of sale and servicing of loans
- Review of refund policy
- Review of Satisfactory Academic Progress policy.

First-time, first-year borrowers (students who have NEVER received federal student loans) are required to have their loan proceeds held by the Financial Aid Office for 30 days AFTER the first day of classes. If still enrolled at that time, a student's loan proceeds may then be disbursed.

Exit Loan Counseling

All students who are graduating or who will no longer be enrolled at least halftime at Adventist University of Health Sciences are required to complete Exit Loan Counseling. Students will need to complete exit loan counseling before receiving their diploma.

Students will be able to meet the requirement by doing Exit Loan Counseling online at www.studentloans.gov.

Items to be reviewed will include the following:

- Loan repayment obligations and options
- Loan repayment plans
- Option to prepay loans or change repayment plans
- Deferment, forbearance, loan forgiveness, and cancellation conditions
- Information on consolidation
- General description of the types of tax benefits that might be available to borrowers
- Information on how borrowers can use NSLDS to get information on the status of their loans
- Average anticipated monthly repayment
- Debt management strategies
- Keeping the lender informed
- Loan terms and conditions
- Student rights and responsibilities
- Name and address of borrower's lender
- Consequences of delinquency and default.

Student will need to supply:

- Borrower's expected permanent address
- Name and address of expected employer
- Name and address of borrower's next of kin
- Borrower's driver's license number.

Students who fail to complete Exit Loan Counseling will be sent a letter to remind them to complete the counseling online. A record of this mailing will be retained in the student's file.

Adventist University of Health Sciences Scholarships

First-Year Scholarships

Adventist University of Health Sciences offers three types of scholarships to freshman students from an Adventist academy or local Christian schools that are part of the Florida Christian College Fair.

Merit Scholarships

The merit scholarships are available to freshman students that meet the following GPA requirement and have been given an Early Acceptance.

Level	GPA Requirement	Amount
Silver	3.25-3.49	\$800
Gold	3.50-3.74	\$1,000
Platinum	3.75-4.00	\$1,200

Leadership Scholarships

The ADU Leadership Scholarship is available to students with a GPA of 3.50 or higher who have exhibited strong leadership experience and service to the community. Applicants must complete the ADU Leadership Scholarship Application by March 15. The application will be emailed to each student by his or her Enrollment Specialist once eligibility is determined. Recipients will be awarded \$1,500.

President's Scholarships

The ADU President's Scholarships is available to students with a GPA of 3.75 or higher who demonstrate alignment with the University's mission of Health care as Ministry, exhibit strong leadership experience, and have participated in service to their community. Applicants must complete the ADU President's Scholarship Application by March 15. The application will be emailed to each student by his or her Enrollment Specialist once eligibility is determined. Recipients will be awarded \$2,000.

Endowed Scholarships

The following scholarships are available to students who meet the criteria listed under each scholarship. To demonstrate financial need, students need to complete the *FAFSA* and the *ADU Endowed Scholarship Application* by the indicated deadlines available from the Financial Aid Office. The *ADU Endowed Scholarship Applications* are available online in November to apply for the scholarships for the following award year.

**These scholarships are not yet activated.*

1:6:3 Scholarship

This scholarship is based on Matthew 6:3 which says: "when you do something for someone else, don't call attention to yourself". The scholarship is for students who have financial need, are enrolled at least 6 credit hours, and deserve a chance to demonstrate success.

Amelia Roeder Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 2.75, have financial need, have been accepted into a degree program, and have a commitment to the healing professions.

Barbara Santos Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 3.00, have financial need, and are accepted in the Bachelor of Science Degree in Nursing.

Ben Field Memorial Scholarship

This scholarship is for students who are academically qualified, have financial need, are accepted to a nursing degree program, and have a commitment to nursing as ministry.

Bussing Family Scholarship

This scholarship is for students who are academically qualified, have financial need, and demonstrate a commitment to the nursing profession.

Don and Helen Bradley Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 2.75 and are in their second or more years of a nursing program. The scholarship is for tuition, books, and uniforms as required.

Emily Reeves Tremml Scholarship

This scholarship is for single mothers who have young children under six years of age for whom the applicant is legally responsible. The applicant must have a minimum cumulative GPA of 3.20 and have financial need.

Femmes de Coeur Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 2.75, have financial need, and are in their second or more year of a nursing program.

Florida Hospital Credit Union Scholarship

This scholarship is for students who are Florida Hospital employees or dependents of a Florida Hospital employee. Students must have financial need, be accepted into an Associate or Baccalaureate program, and have a minimum cumulative college GPA of 3.00 on 12 or more college credits.

Frances and William J. Green Trust Scholarship

This scholarship is for students who are academically qualified, have financial need, and demonstrate commitment to the nursing profession.

Hartman Access to Education Scholarship *

This scholarship is for highly motivated students from Orange, Seminole, or Osceola counties, are a sophomore or greater class standing, have a desire to serve in the healing professions, and have financial need.

Helen Beam Scholarship

This scholarship is for students who are academically qualified, have financial need, and demonstrate a commitment to the nursing profession.

Hubbell Family Scholarship

This scholarship is for students who are highly motivated, are academically qualified, have financial need, and are in the second year of a health care program.

Jean Gould Scholarship

This scholarship is for nursing students who have a good GPA and show outstanding leadership ability.

Jean W. Iles Scholarship

This scholarship is for students who are academically qualified, demonstrate a commitment to the healing professions, and have financial need. Students who have a desire to attend Adventist University of Health Sciences and then transfer to Southern Adventist University are also eligible.

Katie Pluta Franklin Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 3.00 and are in the second or more years of a nursing program. Strong preference will be given to students who may have lost a spouse or an immediate family member due to sickness.

Marley and Beverly Soper Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 2.75, demonstrate a commitment to the healing professions, and have financial need. First preference will be given to those who are accepted into an Associate or Baccalaureate degree program.

Paula Curren Scholarship

This scholarship is for students who complete a minimum of 12 credits at Adventist University of Health Sciences with a minimum GPA of 2.50. Strong preference will be given to students who may have lost a spouse due to sickness or have endured a financial hardship due to illness.

Pay It Forward Educational Scholarship *

This scholarship is for students who are highly motivated, dedicated, are academically qualified, have financial need, and contribute to society as health care professionals who practice health care as ministry.

Robert T. Hoover MD Memorial Scholarship

This scholarship is for students who are enrolled, are academically qualified, have financial need, and are enrolled in a program that involves direct patient care.

Saliba Family Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 2.50, have financial need, work to support themselves without parental or family support. This scholarship may be given to international students.

Soler Family Scholarship

This scholarship is for second-year nursing students who have a strong academic standing and have financial need.

Susan Cruze Scholarship

This scholarship is for sonography students who are academically qualified and who have financial need.

Susan J. Kintner Scholarship

This scholarship is for students who are academically qualified, have financial need, and demonstrate commitment to the nursing profession.

Tony S. Keena Scholarship *

This scholarship is for students who achieve a minimum cumulative GPA of 3.00, are in the second year of the Radiography program, and choose and declare to abstain from tobacco usage.

Trent Tindell Scholarship

This scholarship is for students who achieve a minimum cumulative GPA of 2.75, have financial need, and are in their final year of the Radiography program. First preference will be given to students who are single parents.

Vivian Clark Esch Scholarship

This scholarship is for nursing students who are academically qualified and who have financial need.

William H. Coleman and the West Orlando Rotary Club Scholarship

This scholarship is for second-year nursing students who are academically qualified and who have financial need.

Winter Park Memorial Hospital Auxiliary Scholarship

This scholarship is for highly motivated students from Orange or Seminole county that are U.S. citizens, have a desire to serve in the healing professions, have a minimum cumulative GPA of 2.75, and have financial need.

Veteran's Certification

Admission to the University

All students receiving VA educational benefits must follow all Adventist University of Health Sciences admission and registration procedures.

Satisfactory Progress

Veterans and other persons eligible to receive VA educational benefits must be aware of current policies that apply.

Satisfactory progress must be maintained according to the Satisfactory Academic Progress (SAP) standards for Financial Aid Recipients. Veteran students enrolled in a program must meet

the academic standards within that professional program. When a student is not eligible to receive financial aid because of not making SAP or not meeting that professional program's academic standards, a request for termination of benefits will be forwarded to the appropriate VA regional office. Once students have raised their cumulative grade point average to the minimum and have successfully completed the required number of credits attempted, they will be recertified for Veteran's Benefits.

Appeal procedures for a student receiving VA benefits are the same as those found under the Satisfactory Academic Progress Policy for financial aid recipients.

Certification will not be made for any course taken which does not directly apply to the program authorized by the VA.

The following are of specific concern to those students who desire VA Enrollment Certification:

- Students pursuing the A.S. degree in Radiography, Nuclear Medicine Technology, or Occupational Therapy Assistant must achieve a minimum grade of "C" (2.00) in each professional and cognate course and have a cumulative GPA of 2.00.
- Students pursuing the A.S. degree in Sonography must achieve a minimum overall GPA of 2.00 in general education courses with a minimum grade of "C" (2.00) in all cognates and a minimum grade of "C+" (2.30) in all sonography courses.
- Students pursuing the A.S. degree in Pre-Professional Studies must achieve a minimum grade of "C" (2.00) on all math/science courses. Students must also achieve a minimum overall GPA of 2.50 with a minimum cumulative GPA 2.50 on all math/science courses.
- Students pursuing the B.S. degree in Health Sciences or Biomedical Sciences must achieve a minimum grade of "C" (2.00) on all science and health science requirements. Students must also achieve a minimum cumulative GPA of 2.50.
- Students pursuing the B.S. degree in Radiologic Sciences must achieve a minimum grade of "C" (2.00) at the end of each course. Students must also achieve a minimum baccalaureate degree program GPA of 2.50.
- Students pursuing the B.S. degree in Sonography must achieve a minimum grade of "C" (2.00) at the end of each course.
- Students pursuing the B.S. degree in Nursing Completion and the Generic B.S. Nursing program must achieve a minimum grade of "C" (2.00) in all courses. Students must also achieve a minimum nursing GPA of 2.50 and a minimum cumulative GPA of 2.50.

VA Refund Policy

All students follow the same guidelines regarding the refund policy at Adventist University of Health Sciences (See Refund Policy in the Financial Information section).

Previous Training

Credit for previous training will be evaluated and granted, if appropriate, with training time shortened and tuition reduced proportionately. The U.S. Department of Veterans' Affairs and the students are notified of the decision.

Financial Information

Adventist University of Health Sciences offers students the opportunity to obtain a Christian education. Every effort will be made to assist students in meeting their financial obligations to reach this goal.

Information on student costs and the means of paying those costs are given below to assist students in financial planning.

Fee Schedule

Following is the 2014-2015 tuition and fee schedule. Tuition and fees are determined annually and are subject to change without prior notice.

Tuition and General Fees	Amount
Tuition per credit hour	\$395.00
Matriculation fee (per trimester) ¹	\$290.00
Professional Program deposit (non-refundable) ²	\$200.00
Audit per credit hour	\$198.00
Application fee	\$20.00
Special examination fee ³	\$50.00
Science lab fee	\$50.00
Institutional Challenge Examination fee	\$35.00
Credit by ADU Challenge Exam recording fee per credit	\$35.00
CLEP (College Level Examination Program) examination fee	\$80.00

CLEP (College Level Examination Program) examination fee (Sitting Fee)	\$20.00
ACT Early Fee	\$35.00
ACT Basic Fee	\$50.00
ACT Standby Testing	\$70.00
Test of Essential Academic Skills (TEAS)	\$70.00
Incomplete grade recording fee	\$15.00
Duplicate Diploma	\$100.00
Graduation fee (final trimester attended) ⁴	\$100.00

Professional Program Fees	Amount
Allied Health Programs per trimester ⁵	\$160.00
Nursing per trimester in which clinical nursing courses are taken	\$300.00
Nursing Web-based curriculum support per trimester	\$95.00
Nursing unexcused clinical make-up	\$25.00/hr.
Nursing laptop computer (approximation)	\$1,050.00
Kaplan (\$75 per trimester)	\$450.00
Nursing Kit (first trimester) approximately	\$300.00
Nursing Box of Books (first trimester) approximately	\$1,000.00
Final HESI Exam (2nd attempt, if applicable)	\$55.00
Nursing Skills Validation Examination	\$275.00

Challenge credit recording fee	Varies
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Housing Fees ⁵	Amount
Semiprivate room rental per person per trimester (non-refundable)	\$2,000.00
Private room rental per person per trimester (non-refundable)	\$2,550.00
Private apartment rental per person per trimester (non-refundable)	\$2,990.00
Married - one bedroom per trimester (non-refundable)	\$3,600.00
Married - two bedroom per trimester (non-refundable)	\$4,200.00
Laundry Fee per trimester	included in rent
Room deposit (refundable, see <i>ADU Housing Handbook</i>)	\$200.00

¹ The matriculation fee is used to subsidize the costs of activities and services provided to all students by the following major support departments: Office of the Registrar, Office of Enrollment Services, Information Technology, and Student Services.

² For students accepted to professional programs, the deposit is applied toward tuition once the student enrolls in the program.

³ The special examination fee is a charge for a mid-term or final examination when taken at a time other than the scheduled time.

⁴**The current balance for the final trimester must be paid in full (or satisfactory arrangements made) before graduation.** The graduation fee is used to subsidize the review of graduation applications and the resolution of related issues, as well as the printing and mailing of official transcripts and diplomas. While a portion of this fee is used to defray the cost of the graduation ceremony, the total cost associated with conferring a degree is incurred by the University, regardless of a student's attendance at the ceremony. Therefore, this fee is charged to every student, whether or not he or she chooses to attend the graduation ceremony.

⁵The professional fee is used to subsidize clinicals and other fees. Other fees includes lab and course supplies, and equipment.

⁶There is a family discount of 10% per resident for two or more siblings if both are residing in the University housing.

Health Insurance

All students who will participate in a clinical environment are required to carry health insurance, and must maintain this insurance for the duration of the program.

Student Accounts

All tuition and fees must be paid each trimester by the dates indicated on the "Payment Method" page of the online registration process. Tuition and fees may be covered by financial aid for those who are eligible. All account balances must be settled or arrangements made with the Financial Services Office prior to registering for a new trimester. Any remaining balance on a student's account must be paid in full before transcripts or diplomas are released.

Payment Methods

For making payments on student accounts, the Financial Services Office accepts cash, personal checks, VISA, MasterCard, Discover, American Express, and debit cards (VISA or MasterCard logo).

Third-Party Payment

When registering for classes, those students who are arranging for a third party to make payments to the University for tuition and fees must complete the **3rd Party Billing Form** and submit this form to the Financial Services Office. Third-party payment sources include: Conference subsidy, Florida Prepaid, Vocational Rehabilitation, a current employer, or any other party that has agreed to make full or partial payment for tuition and fees. Invoicing to any third party will occur after the add/drop period closes.

If tuition and fees are partially or fully covered by WorkForce Central Florida or Vocational Rehabilitation, the student must obtain a **Tax Exempt Form** from the Financial Services Office. This form must be completed and presented to the University Bookstore when textbooks are purchased or charged to the student account. **ORIGINAL bookstore receipts must be submitted to the Financial Services Office for third-party invoicing purposes. Items on the receipt marked "Misc." must be clarified on the receipt. Misc. items not clarified must be paid out of pocket. If original bookstore receipts are not received by the close of the add/drop period, the student will be responsible for all bookstore charges.**

If tuition and fees are fully or partially covered by Florida Prepaid, and the student is transferring from a previous institution, a **Transfer Form** must be completed. This form can be obtained by calling Florida Prepaid at 1-800-552-4723 or by e-mailing schoolhelp@florida529plans.com.

Statements

Monthly statements will be mailed directly to each student's primary address. Statements can also be viewed online via each student's password-protected my.adu.edu page. For further instructions regarding viewing a student account online, please contact the Financial Services Office.

Delinquent Accounts

A 1% finance charge will be assessed each month on a prior balance. Finance charges for a new trimester will begin the second month of the trimester.

Students completing or terminating their studies at Adventist University of Health Sciences are required to make arrangements for payment of unpaid accounts prior to leaving.

If no payment or response to correspondence or other communication is received within 60 days after a student's departure, the unpaid account balance will be submitted to a collection agency or an attorney.

If Adventist University employs a collection agency or an attorney to collect defaulted accounts, all charges for these services, including court costs, if incurred, will be added to the unpaid bill.

Parking Violation

A \$50 parking ticket will be assessed for parking violations on campus. If payment is not made within 30 days of the initial parking violation, a parking fine of \$100 will be assessed to the student account.

Transcripts, Diplomas, Test Scores, and Graduation Participation

It is the policy of Adventist University of Health Sciences to withhold transcripts, diplomas, test scores, certificates, and other records if a student has any unpaid or past-due balance. These documents will be issued when the account is paid in full. To expedite the release of these documents, the student should send a money order or certified check to cover the balance of the account when requesting documents.

Refund Policy

Refund of tuition for trimester credit hours dropped is calculated according to the last day a class is attended. The *Add/Drop/Withdrawal Form* must be completed with the required signatures and filed with the Office of the Registrar.

Application fees are non-refundable. Matriculation, lab, and professional fees will be refunded if a student receives 100% refund on all classes for the trimester without incurring any processing fees. Book returns are subject to the Adventist University Bookstore return policy.

Students who do not officially complete withdrawal or drop procedures during the tuition refund period will be responsible for the full amount of the applicable tuition and fees.

Denver and Main-Campus Refund Schedule for session lengths of 14 or more weeks

Time Period	Refund
Beyond the 5th week of class, no refunds will be given.	
1st week of class	100% refund
2nd week of class	90% refund
3rd week of class	80% refund
4th week of class	70% refund
5th week of class	60% refund

Denver and Main-Campus Refund Schedule for Shortened School Term Withdrawal (less than 14 weeks)

Time Period	Refund
Beyond the 7th day of class, no refunds will be given.	
School days 1-2	100% refund
School days 3-7	50% refund

Distance Refund Schedule

Time Period	Refund
Beyond the 3rd week of class, no refunds will be given.	

1st week of class	Full refund will be given
2nd week of class	50% refund will be given
3rd week of class	No refund will be given.

Refund Policy for Credit Balance on Account

A credit balance on the account of a currently enrolled student may be left on the account to be applied to future charges, or the student may request, in writing, that a check be issued to him or her in the amount of the credit balance. At least three-to-five business days are required to process the request.

A student who is no longer enrolled at Adventist University may request, in writing, a refund of any credit balance still remaining on his or her account 45 days after the final monthly statement is issued.

If the student has received financial aid during the current trimester, any credit balance will be refunded according to the financial aid policy.

Housing

Adventist University of Health Sciences provides a limited amount of housing for students. Placement in Student Housing is based on the following priorities: enrollment in a degree program, returning students, students with completed housing files, and space availability. *Housing Commitment and Deposit Forms* are available from Marketing and Public Relations or the Student Housing Coordinator.

University Housing Deposit

A \$200 damage deposit is required of all students living in University housing. Deposits should be mailed directly to Financial Services at the time of application for housing.

Students are expected to maintain and leave University housing clean and undamaged. After the Student Housing Coordinator completes the check-out procedures, Financial Services will be notified, and the \$200 room deposit will be applied to the student's account. If the deposit

creates a credit due to the student, the student may submit a written request to Financial Services to receive a refund.

Damage and cleaning costs will be charged to the student's account if the room deposit is insufficient to cover those costs.

For complete information on University housing costs, please refer to the *ADU Housing Handbook*.

Non-Liability for Personal Belongings

When determining what to bring to campus, students should remember that Adventist University of Health Sciences is not responsible for the personal belongings of any student, even though such belongings may be required by the University. In addition, the Adventist University insurance plan does not insure the personal belongings of any individual. The University recommends that students consider carrying insurance to cover such losses.

Department of Diagnostic Medical Sonography

Department of Diagnostic Medical Sonography

Department Chair/Program Director: Charlotte Henningsen

Faculty: Jeff Krieves, Jennifer Kurnal, Kelly Mumbert, Deziree Rada

Adjunct Faculty: Kathryn Kuntz, Cassandra Pharris, Tammy Stearns

Clinical Adjunct Faculty:

Hector Acosta, Vicki Acosta, Jody Adams, Shahla Adinehee, Ladan Aghajan, Penny Allen, Haydemary Almanza, Hilda Angula, Jennifer Applegate, Debbie Asencio, Carmen Ayala, Kelly Bany, Jona Barker, Becky Bartkovich, Caroline Bartlett, Don Bass, Alex Baumann, Kelly Beard, Amy Becker, Nicole Bedingfield, Terry Bigelow, Terrie Bleck, Erica Boop, Rob Bradley, Angie Brandt, Natalie Brayton, Cassia Brewer, Paula Bridwell, Rachel Brown, Jennifer Brueckner, Jennifer Campbell, Shantel Carubba, Alexis Cauthen, Debra Celi, Kayla Colon, Crystal Correa, Rebecca Counts, Margaret Couture, Elizabeth Crawford, Carrie Curtis, , Lori Davis, Kara Daughtery (change in place-was not alphabetical), Angela Denney, Renuka Desai, Genevieve Dickson, Dawn Diehl, Maureen DiGiorgio, Nicole Dionne, Leslie Donahue, Marjorie Dotson, Lori Durham, Sally Eadie, Fatima Ebrahim, Kim Eisen, Dairys Escandell, Nadej Faustin, Julianne Feinsinger, Rose Firstenberg, Alyssa Fraedrich, Amy Galarza, Ilene Garcia, Lauren Garrido, Roberto Gittens, Jonathan Gluhan, Lois Golding, Alany Gonzalez, Carmen Gonzalez, Karen Gordon, Natalia Graciano, Sheryl Grant, Jennifer Gray, Leroy Gray, Melissa Grether, Ashley Habelka-Manitsas, Chad Hall, Lori Haller, Pat Hansen, Lorryn Hart, Bryan Heaberlin, Christine Heenan, Jill Henderson, James Hewitt, Ann Hoff man, Marianne Holland, Kristen Holmes, Terrin Horton, Sara Hueneke, Grace Hyde, Jennifer Jacky, Nadej Jean-Baptiste, Judith Jennings, Cindy Johnson, Ben Jones, Sara Justice, Lauren Kaczor, Lisa Kallenbach, Cynthia Keener, Kelly Kester, Megan Keyes, Nicole Kirby, Kelly Klaus, Aaron Kryszak, Richard, Krupa, Kara LaFortune, Cynthia Lenninger, Joanne Lesniak, Toni Lim, Cynthia Long, Vanessa Lopez, Dana Loveridge, Brittany Lowe, Catalina Maclver, Earl Maier, Janneth Marin, Rebekka Marschner, Jessica Marshall, Jessica Martinez, Amy May, Verlesia McKensie, Quiomara Melendez, Janna Michelena, Teresa Mihok, Angela Moore, Heather Monti, Stephanie Morza, Rick Moro, Hoy Moy, Haven Murphy, Michele Nelson, Kiarisel Newell, Irene Njoroge, Kathy Nordmann, Carey Pierson(last name change to Osteen) Randall Owen, Kim Oxentenko, Janina Ozim, Adam Pacanowski, Connie Perkin, Erica Perrone, , Diana Pfaff, Kim Pope, Faareha Rahim, Yvonne Ramen, Candice Ramnarace, Stephanie Remson, Anne Renskers, Lysie Roberts, Danielle Rodriguez, Sonya Ross, Dana Salmons, Stacy Sanchez, Andrienne Sanabria,

Shirley Santiago, Christine Schenck, Christopher Scott, Claudia Selman, Cary Smith, Eric Smith, Marie Smith, Kevin Snider, Melissa Spagnuolo, Lynn Spanik, Nancy Stout, Brian Sunderland, Perri Swenson, Pam Szczesniack, Volodymyr Teoniv, Annette Temkey, Diana Thompson, Sharon Thorne, Magnolia Toirac, Tonya Tomes, Noel Torres, Rubenia Toruno, Monica Trefonas, Jeanine Trexler, Alena Trujillo, Johanna Van Rijsewijk, Aimee Vargas, Briana Veray, Donna Wall, Tara Ware, Kelly Warnock, Katherine Western, Angie White, Beth Whyte, Judith Williams, Marquita Williams, Megan Williams, Cassey Wilson, Karen Zborovsky, Lauren Zuker.

Mission Statement

The Diagnostic Medical Sonography Program seeks to provide an environment where students may develop expertise in the fields of General and Cardiovascular Ultrasound integrated with Christian values.

Licensure and Accreditation

The program is designed to prepare students to sit for the American Registry of Diagnostic Medical Sonographers (ARDMS) examinations. Since the program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, Florida 33756, (727) 210-2350, graduates will be eligible to sit for the national examinations upon successful completion of the program.

Diagnostic Medical Sonography (DMS) Minor

The Department of Diagnostic Medical Sonography offers a Diagnostic Medical Sonography (DMS) minor to students enrolled in the Bachelor of Science in Radiologic Sciences. Students interested in enrolling in the minor must:

- Meet the admission requirements.
- Complete the Departmental application for the minor in DMS.

Admission Requirements

The successful applicant¹ for admission must meet the following requirements:

1. Be registered in sonography by the American Registry of Diagnostic Medical Sonography (ARDMS) in AB, OB, VT, and/or AE; the American Registry of Radiologic Technologists (ARRT) in Sonography; or Cardiovascular Credentialing International (CCI) in Cardiac Sonography and/or Vascular Sonography.

- Possess an Associate degree in sonography from a CAAHEP accredited program that is a regionally accredited institution; or,
 - Possess an Associate degree in health sciences from a regionally accredited institution and have a diploma or certificate from a CAAHEP accredited sonography program.
2. Achieve a minimum GPA of 2.50 with no grade below a "C" (2.00).

Curriculum

To receive a minor in DMS, students must complete the following courses:

- DDMS 345 - Diagnostic Imaging (3)
- DDMS 351 - Introduction to Educational Methodology (3)
- DDMS 441 - Advanced Topics in Sonography (3)
- DDMS 447 - Advanced Sonographic Specialties (3)
- DDMS 497 - Research Methods in Allied Health (3)

Elective

- DDMS 328 - Pathophysiology (4)

Total Hours: 19

¹ Bridge students must successfully complete Phase I prior to applying for the minor in DMS.

Diagnostic Medical Sonography, A.S.

Program Description

Sonography (ultrasound) is a specialized field of imaging that uses sound waves to produce a computer image. A student in this program studies the clinical aspects of medical sonography and the physical principles of ultrasound. The student also learns to use ultrasound equipment and participates in various supervised sonographic procedures. Each student must choose one of the following areas of emphasis:

- **Option A:** General Sonography Program; includes imaging of abdominal organs, obstetrics, gynecology, and superficial structures.

- **Option B:** Cardiovascular Sonography Program; includes echocardiography and vascular imaging.

Policies

The *Diagnostic Medical Sonography Student Handbook Supplement* contains the policies of the program. By accepting admission into the Sonography program, each student agrees to abide by the regulations as outlined. All students must present:

- Yearly verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the *Student Handbook* for more information.
- Updated immunization records including hepatitis B, MMR and tetanus-diphtheria.
- Verification of varicella vaccination or show immunity (titer).
- Evidence of a physical examination within three months prior to beginning the program.
- Verification of current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.
- Evidence of a successfully completed FIT test prior to entering the first clinical rotation and must be completed on an annual basis.
- Proof of health insurance before entering the clinical environment and must maintain this insurance for the duration of the program.

A background check is required for admission into the Diagnostic Medical Sonography Program. The American Registry of Diagnostic Medical Sonographers requires disclosure of any crime or misdemeanor directly related to public health and safety and the provision of diagnostic medical sonography. The results of this background check may affect eligibility for certification and should be determined before the student begins the program.

Students must comply with drug testing requirements. Students who test positive on their drug screen will forfeit their seat in the program.

A professional program fee will be charged to cover the additional costs of the sonography education (see the Fee Schedule in the Financial Information section).

A student in the Associate degree program must purchase a laptop computer that meets the University specifications.

Students entering the Sonography program during the Summer trimester are governed by the Academic Bulletin of the Fall trimester of the year they are admitted.

Mental and Physical Requirements for Applicants

Applicants seeking admission to the Diagnostic Medical Sonography Program must be able, with or without reasonable accommodation, to accomplish the following:

- Visually observe and assess a patient; discriminate color and depth; read and accurately complete reports; and visualize diagnostic/monitoring equipment in dimmed light.
- Accurately assess patient health needs, hear various equipment and background sounds, and communicate by telephone.
- Demonstrate sufficient hearing to differentiate among Doppler signals.
- Verbally communicate clearly and concisely.
- Communicate appropriately verbally and in writing.
- Read and interpret relevant medical data from patients' charts, reports, and orders.
- Safely lift and transfer patients to accomplish bed/chair/stretchers transfer with assistance or assistive devices.
- Safely push a gurney or wheelchair.
- Stand or sit for extended time.
- Push and operate portable imaging equipment.
- Demonstrate sufficient manual dexterity necessary to perform activities specific to this professional program.
- Possess critical thinking skills sufficient to think clearly and act professionally, safely, and accurately in stressful situations.
- Professionally interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

Admission

The successful applicant for admission to the Diagnostic Medical Sonography Program must meet the general admissions requirements for admission to Adventist University of Health Sciences (ADU) and the following requirements:

1. Submit the *AS Diagnostic Medical Sonography Program Application* once admitted to the University. The application can be accessed at <http://my.adu.edu>.
2. A minimum admissions GPA of 2.70 in high school or on a minimum of 12 college credits. GPAs presented to the Admissions Committee for each applicant will be a cumulative record of all college-level work.
3. Complete prerequisite courses by the program start date. Prerequisite courses are College Algebra, English Composition I, and Survey of Physics. Applicants that have completed a minimum of 12 college-level credits at Adventist University and have completed the prerequisite courses by the admission deadline will be given preference for program admission. Applicants should be advised that all three prerequisite courses must be completed by the program start date.
4. A minimum GPA of 2.50 in English, mathematics, and science courses.
5. A minimum ACT composite score of 19 with an individual score of 19 in math. Applicants with 24 or more credits from a regionally accredited college are exempt from taking the ACT.

6. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences before being admitted to a program, one of the two recommendations must come from any Adventist University faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
7. Submit an essay explaining the applicant's interest in becoming a sonographer that clearly identifies which track he or she is applying for and reasons for selecting a faith-based institution, including how the applicant feels he or she fits within the mission of the University.

Admission into all professional programs is competitive. Each program has a maximum number of students that can be admitted each year. Students meeting the admission requirements for a given program qualify to be considered for admission to that program. However, due to the competitive nature of each program's admission process, meeting minimum admission requirements does not guarantee acceptance. Students may be given preferential consideration for admission to degree and certificate programs when they have successfully completed 12 college-level hours at Adventist University.

Each applicant accepted to an on-campus professional program is expected to pay a nonrefundable deposit of \$200 to reserve his or her place in the program. The applicant's acceptance letter will contain a deposit amount and deadline indicating when the deposit must be received by the University. Once the student enrolls in the program, this deposit will be applied toward the student's account. Students who have paid the deposit, but decide not to enroll in the program, will forfeit the deposit. If that student is admitted to the same program at a later date, he or she will be required to pay the full deposit amount again. If an applicant is admitted to a program with prerequisites in progress and becomes ineligible for admission due to his or her grades, a full refund will be provided. A professional program deposit is not transferable to another department. Distance Education students are not required to pay a program deposit.

Progression

Students may progress in the Diagnostic Medical Sonography Program when they complete the following:

1. Earn a minimum grade of "C+" (2.30) in each sonography course.
2. Earn a minimum grade of "C" (2.00) in each of the following cognate courses: Anatomy & Physiology I & II, Sectional Anatomy, Medical Terminology, and Concepts of Pathophysiology.
3. Successfully repeat courses in which the minimum grade is not achieved. No more than two courses may be repeated, and only one of these may be a sonography course.

4. Present annual verification of tuberculosis screening. If a test is positive, refer to the Communicable Disease Policy in the Student Handbook for additional information. Also, present immunizations, including hepatitis B, and health insurance. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.

Students who do not complete a trimester or progress with their class cannot be assured of placement in the following class. Readmission is subject to available space. Students will be readmitted under current program policies.

Readmission

Students are considered for readmission to the Diagnostic Medical Sonography Program when they meet the admission requirements and complete the following:

1. Submit a *Reapplication Form* directly to the Sonography Department chairperson.
2. Have a minimum cumulative GPA of 2.70.
3. Meet the department policies regarding health, professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR, FIT testing, and background check.
4. Meet specified requirements as set forth by the Diagnostic Medical Sonography Department.
5. Meet the time limits for program completion as outlined in this *Academic Bulletin*.

Readmission to the Diagnostic Medical Sonography Program is not automatic and is subject to available clinical space.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of an Associate of Science degree in Diagnostic Medical Sonography when they have met the general University's requirements for graduation and have accomplished the following:

1. Complete a minimum of 76 trimester hours of credit.
2. Complete the prescribed course of study for either Option A or B with a minimum GPA of 2.00.
3. Achieve a minimum overall GPA of 2.00 in general education courses with a minimum grade of "C" (2.00) in all cognates¹ and a minimum grade of "C+" (2.30) in all sonography courses.
4. Achieve a minimum of 79% on each of the following mock registry examinations administered by program faculty prior to graduation:
 - a. **Option A:** Ultrasound Physics, Abdomen, OB/Gyn;
 - b. **Option B:** Ultrasound Physics, Echocardiography, Vascular Technology.

5. Complete a minimum of 50 hours of credit in residence at Adventist University before graduation.
6. Complete the service-learning requirement. Please refer to your program handbook for more information.

¹ Cognates are defined as Anatomy and Physiology, Sectional Anatomy, Medical Terminology, and Pathophysiology.

Clinical Information

Clinical Rotations: To provide the maximum benefit to the sonography student and to enhance versatility and skills, a wide variety of clinical rotation sites are provided. These clinical sites are within a 60-mile radius of the Adventist University campus. Students are expected to travel to all clinical sites and are assigned to them at the discretion of the department.

Reliable Transportation: Students are responsible for their own transportation to clinical sites.

Curriculum

Prerequisite courses must be completed prior to entering the program. All general education, cognate, and program-specific courses must be completed prior to graduation.

Prerequisite Requirements

The following courses must be completed with a minimum grade of "C" (2.00) prior to entering the program:

Total Prerequisite Requirements: 10

¹ A four-hour Radiation/Radiographic Physics course from a regionally accredited institution may be accepted in lieu of Survey of Physics.

² MATH 120 or a more advanced mathematics course

General Education Requirements

- ENGL 102 - English Composition II (3)
- RELP 142 - Issues in Grieving and Loss (2)
- RELE 205 - Introduction to Christian Ethics (2)
- RELP 102 - Philosophy of Healthcare (2)

- HPER ____ - Any physical education course (2)
- CPTR 105 - Introduction to Microcomputers (3)
- PSYC 124 - General Psychology (3)

Total General Education Requirements: 17

Sonography Cognate Requirements

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- BIOL 125 - Concepts of Pathophysiology (3)
- ENGL 144 - Medical Terminology (2)

Total Sonography Cognate Requirements: 16

Sonography Requirements General Sonography Program

- DULT 111 - Patient Care for the Health Sciences (2)
- DULT 120 - Introduction to Sonography with Lab (2)
- DULT 131 - Introduction to Sonography Lab I (1)
- DULT 132 - Introduction to Sonography Lab II (1)
- DULT 133 - Introduction to Clinical Practicum I (1)
- DULT 134 - Introduction to Clinical Practicum II (1)
- DULT 135 - Fundamentals of Sonographic Imaging (1)
- DULT 218 - Abdominal Sonography (3)
- DULT 230 - Genitourinary Sonography (3)
- DULT 237 - Obstetrical Sonography (3)
- DULT 219 - Case Studies in General Sonography I (1)
- DULT 229 - Case Studies General Sonography II (1)
- DULT 211 - Sonography Physics and Instrumentation I (3)
- DULT 221 - Sonography Physics and Instrumentation II (3)
- DULT 239 - Seminars in Sonography (2)
- DULT 212 - Clinical Practicum I (4)
- DULT 222 - Clinical Practicum II (4)

- DULT 238 - Clinical Internship (5)
- DULT 245 - Advanced Specialties in Sonography (2)

Total General Sonography Requirements: 43

Sonography Requirements Cardiovascular Sonography Program

- DULT 111 - Patient Care for the Health Sciences (2)
- DULT 120 - Introduction to Sonography with Lab (2)
- DULT 131 - Introduction to Sonography Lab I (1)
- DULT 132 - Introduction to Sonography Lab II (1)
- DULT 133 - Introduction to Clinical Practicum I (1)
- DULT 134 - Introduction to Clinical Practicum II (1)
- DULT 135 - Fundamentals of Sonographic Imaging (1)
- DULT 215 - Cardiac Sonography (3)
- DULT 220 - Vascular Sonography (3)
- DULT 236 - Cardiovascular Specialties (3)
- DULT 214 - Case Studies in Cardiovascular Sonography I (1)
- DULT 241 - Case Studies in Cardiovascular Sonography II (1)
- DULT 211 - Sonography Physics and Instrumentation I (3)
- DULT 221 - Sonography Physics and Instrumentation II (3)
- DULT 239 - Seminars in Sonography (2)
- DULT 212 - Clinical Practicum I (4)
- DULT 222 - Clinical Practicum II (4)
- DULT 238 - Clinical Internship (5)
- DULT 245 - Advanced Specialties in Sonography (2)

Total Cardiovascular Sonography Requirements: 43

Suggested Program

A student who successfully follows the sequence below will complete all the academic requirements for this program. (Prerequisites must be completed prior to the first year summer trimester.)

First Year

Summer

- DULT 120 - Introduction to Sonography with Lab (2)
- DULT 111 - Patient Care for the Health Sciences (2)
- RELP 102 - Philosophy of Healthcare (2)
- ENGL 102 - English Composition II (3)
- ENGL 144 - Medical Terminology (2)
- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)

Trimester Total: 15

Fall

- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- DULT 131 - Introduction to Sonography Lab I (1)
- DULT 133 - Introduction to Clinical Practicum I (1)
- DULT 211 - Sonography Physics and Instrumentation I (3)
- DULT 135 - Fundamentals of Sonographic Imaging (1)
- PSYC 124 - General Psychology (3)

Trimester Total: 13

Spring

- DULT 132 - Introduction to Sonography Lab II (1)
- DULT 134 - Introduction to Clinical Practicum II (1)
- DULT 221 - Sonography Physics and Instrumentation II (3)
- HPER ____ - Physical Education (2)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- CPTR 105 - Introduction to Microcomputers (3)

Trimester Total: 13

Second Year General Sonography Program

Summer

- RELE 205 - Introduction to Christian Ethics (2)
- DULT 218 - Abdominal Sonography (3)
- DULT 230 - Genitourinary Sonography (3)
- DULT 212 - Clinical Practicum I (4)
- DULT 219 - Case Studies in General Sonography I (1)

Trimester Total: 13

Fall

- DULT 222 - Clinical Practicum II (4)
- DULT 229 - Case Studies General Sonography II (1)
- DULT 237 - Obstetrical Sonography (3)
- BIOL 125 - Concepts of Pathophysiology (3)
- RELP 142 - Issues in Grieving and Loss (2)

Trimester Total: 13

Spring

- DULT 238 - Clinical Internship (5)
- DULT 239 - Seminars in Sonography (2)
- DULT 245 - Advanced Specialties in Sonography (2)

Trimester Total: 9

Second Year Cardiovascular Sonography Program

Summer

- RELE 205 - Introduction to Christian Ethics (2)
- DULT 220 - Vascular Sonography (3)
- DULT 215 - Cardiac Sonography (3)
- DULT 212 - Clinical Practicum I (4)
- DULT 214 - Case Studies in Cardiovascular Sonography I (1)

Trimester Total: 13

Fall

- DULT 222 - Clinical Practicum II (4)
- DULT 241 - Case Studies in Cardiovascular Sonography II (1)
- DULT 236 - Cardiovascular Specialties (3)
- BIOL 125 - Concepts of Pathophysiology (3)
- RELP 142 - Issues in Grieving and Loss (2)

Trimester Total: 13

Spring

- DULT 238 - Clinical Internship (5)
- DULT 239 - Seminars in Sonography (2)
- DULT 245 - Advanced Specialties in Sonography (2)

Trimester Total: 9

Diagnostic Medical Sonography, B.S.

Mission Statement

The Bachelor of Science in Diagnostic Medical Sonography (BSDMS) program at Adventist University of Health Sciences educates sonographers utilizing a variety of multimedia resources within a distance-learning environment. The goal of the program is to develop individuals who display a high level of competence and professionalism who will serve the sonography profession, the field of healthcare, and the community.

Program Description

This program is designed as a bachelor's completion program (61 credits) for the sonographer who has graduated from a regionally accredited institution or who is registered and can meet the prerequisite requirements of the program.

The program will include a total of 61 trimester credit hours: 34 credits of imaging and sonographic sciences courses and 27 credits of general education courses. Students will complete the degree in nine 14-week trimesters. Students must have a minimum of 120 credit hours to be eligible for graduation. Students entering the program without an Associate of Science degree will complete additional credit hours.

Adventist University of Health Sciences collaborates with Pearson-Embanet in the delivery of a distance education. Students participate in a virtual community of learners and mentors via online communication channels. The course instructors and facilitators monitor student progress.

Licensure and Accreditation

Adventist University of Health Sciences is regionally accredited by the Commission on Colleges of the Southern Association of Colleges and Schools, as well as the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (see Accrediting Bodies in the General Information section of the *Academic Bulletin*).

Policies

The policies and procedures for the Bachelor of Science in Diagnostic Medical Sonography are contained in the student manual. By accepting admission as a student in the program, each applicant agrees to abide by the following policies outlined in the *BSDMS Program Manual*.

Admission Requirements

The successful applicant for admission to the program must meet the following admission requirements:

1. Submit an application and \$20 nonrefundable application fee. Paperwork received without an application on file will not be processed. Applicant files will not be considered complete until the application fee is paid.
2. Submit official transcripts from all colleges previously attended. Admission GPAs will be calculated, based on credits and grades from regionally accredited institutions only. Failure to disclose all colleges previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by World Education Services. This is the only company from which we will accept transcript evaluations.
3. Achieve a minimum GPA of 2.50 on a 4.00 scale.
4. Be registered in sonography by the American Registry of Diagnostic Medical Sonography (ARDMS) in AB, OB, VT, and/or AE; the American Registry of Radiologic Technologists (ARRT) in Sonography; or Cardiovascular Credentialing International (CCI) in Cardiac Sonography and/or Vascular Sonography.
 - a. Possess an associate degree in sonography from a CAAHEP accredited program that is a regionally accredited institution; or,
 - b. Possess an associate degree in health sciences from a regionally accredited institution and have a diploma or certificate from a CAAHEP accredited sonography program.
5. Submit official transcripts for all College Level Examination Program (CLEP), Advanced Placement (AP), International Baccalaureate (IB), and/or Dantes (DSST) coursework only if the applicant would like them to be considered for transfer of credit.
6. Submit two recommendations on *ADU Recommendation Forms*. Recommendations from friends or family members are not accepted.

Associate Degree Graduates

Graduates of regionally accredited associate degree programs with CAAHEP accreditation will be considered to have met associate degree general education and cognate requirements. If ENGL 101 or ENGL 102 (or equivalent) were not included in the associate degree, they must be completed within the baccalaureate degree program.

Admission Requirements for Bridge Status

Bridge status may be granted to those applicants who are currently credentialed in sonography by the ARDMS, ARRT, or CCI, and who have met general admission requirements. Successful completion of the curriculum requirements for Phase I will be required of applicants who have:

1. Earned an associate degree from a regionally accredited institution that was not additionally accredited by CAAHEP at the time the student enrolled in that institution. Individual institution accreditation dates will be confirmed by our office with CAAHEP.
2. Earned a certificate in sonography from a CAAHEP accredited institution, but do not additionally possess an associate degree from a regionally accredited institution.
3. Completed at least 24 credits of college-level coursework from a regionally accredited institution.

Applicants for whom English is a second language and who have not studied in English at the secondary or college level must demonstrate their proficiency in the English language by completing the Test of English as a Foreign Language (TOEFL). Please refer to the English Language Proficiency requirements in the Admissions Information section of the *Academic Bulletin*.

Credentialed sonographers who have not attended a CAAHEP accredited sonography program will receive advanced standing in the Bachelor's degree program. Upon admission, students will be awarded 32 credits by validation.

There are two phases to the Bridge Program. Phase I involves the successful completion of 27 hours of lower division credit as outlined below. Students accepted to the Bridge Program are granted Bridge admission status and must complete all of the Phase I requirements before starting Phase II. It is recognized that Bridge students may transfer some credit from regionally accredited institutions, or have successfully challenged courses through a CLEP exam. Combined with the 32 hours of credit by validation, the Bridge student will have a total of 59 lower division credits at the completion of Phase I.

Admission Requirements for Pre-Bridge Status

The Pre-Bridge applicant to the BS Diagnostic Medical Sonography is a credentialed professional who does not possess an associate degree from a regionally accredited institution or a CAAHEP accredited program and has less than 24 college-level credits from a regionally accredited institution.

1. Submit an application and nonrefundable \$20 application fee. Paperwork received without an application on file will not be processed. Admission files will not be considered complete until the application fee is paid.

2. Submit official transcripts from all colleges previously attended. Admission GPAs will be calculated, based on credits and grades from regionally accredited institutions only. Failure to disclose all colleges previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by an approved foreign credential evaluation company. A list of approved companies is available in the Foreign Transcript Evaluation section.
 - If 12 credits have not been completed at a regionally accredited college, a high school transcript will be required, and the admission GPA will be calculated, based on high school coursework.
3. Achieve a minimum GPA of 2.50 with no grade below a "C" (2.00).
4. Be registered in sonography by the American Registry of Diagnostic Medical Sonography (ARDMS) in AB, OB, VT, and/or AE; the American Registry of Radiologic Technologists (ARRT) in Sonography; or Cardiovascular Credentialing International (CCI) in Cardiac Sonography and/or Vascular Sonography.
5. Submit official transcripts for all College Level Examination Program (CLEP), Advanced Placement (AP), International Baccalaureate (IB), and/or Dantes (DSST) coursework, only if the applicant would like them to be considered for transfer of credit.
6. Submit official ACT or SAT scores. Applicants with 24 or more college-level credits may be exempt from this requirement. ACT and SAT scores will be used to determine placement and advising.
 - ACT: Applicants scoring less than a 14 on any section of the ACT will not be granted admission. Applicants scoring less than a 19 composite on the ACT or an individual score of less than 19 on the English or math portions will be placed into introductory classes for English, math, and/or anatomy. Once admitted, students are able to take a placement test to try to place into a higher course.
 - SAT: The minimum SAT is the combination of the Critical Reading and Math sections. Applicants scoring less than a 690 on the SAT will not be granted admission. Applicants scoring less than a 910 combined SAT score or an individual score of less than 470 on the Critical Reading or math portions will be placed into introductory classes for English, math, and/or anatomy. Once admitted, students are able to take a placement test to try to place into a higher course.
7. Submit two recommendations on *ADU Recommendation Forms*. Recommendations from friends or family members are not accepted.

Curriculum Requirements for Phase I

The following courses must be completed with a minimum grade of "C":

- DENG 101 - English Composition I (3)
- DENG 102 - English Composition II (3)

- DBIO 101 - Anatomy and Physiology I and Lab (4)
- DBIO 102 - Anatomy and Physiology II and Lab (4)
- DMAT 120 - College Algebra (3) ¹
- DPSY 124 - General Psychology (3)
- DCPT 105 - Introduction to Microcomputers (3) ²
- DPHY 121 - Survey of Physics (4) ^{3,4}

Phase I Total: 27

¹ MATH 120 or a more advanced mathematics course.

² Online students will receive credit by validation if they complete the entire sonography program online.

³ Students with an A.S. degree from a regionally accredited program are considered to have met this cognate requirement.

⁴ A four (4) credit hour Radiation/Radiologic Physics course completed at a regionally accredited and JRCERT accredited program will have met this cognate requirement. Students who have completed an approved ARRT/NMTCB Radiography, Radiation Therapy, or Nuclear Medicine program from a regionally accredited institution will have met the cognate requirement for Survey of Physics.

Phase I Progression

Progression in the Bridge Program is achieved with the successful completion of the above 27 credit hours with a minimum cumulative GPA of 2.50.

Phase I Credit Accumulation	Credit Hours
Completed Coursework	27
Credit by Validation	32
Total hours in Bridge Program	59

Phase II involves the completion of the 61 credit hours of cognate and Sonography coursework listed under the Curriculum section.

Progression

Students may progress in the Bachelor of Science Degree Program when they complete the following:

1. Earn a minimum grade of "C" (2.00) in each program course.
2. Earn a minimum grade of "C" (2.00) in each general education course.
3. Successfully repeat all courses in which the minimum grade of "C" (2.00) was not achieved. No more than two courses may be repeated in the following combination: one sonography course and one general education course, or two general education courses.

Readmission

Students who have been accepted to the University and choose not to enroll for the specific trimester for which they were admitted have one year from the date of acceptance before all new documents may be required. Additionally, students attending Adventist University of Health Sciences with an enrollment interruption of less than three trimesters are also required to submit a *Program Activation Form*, any updated transcript(s) for additional college work completed during the enrollment interruption, and an updated copy of professional credentials. Students may submit this information in the third trimester of their enrollment interruption, as long as all documentation is received by the admission deadline for the following trimester. Students providing this documentation during the third trimester, but after the admission deadline, will be required to reapply, and should contact the Office of Enrollment Services. Students who were dismissed from the program will need to contact the Department of Diagnostic Medical Sonography before reapplying.

Completion

Students will be considered for completion of the Bachelor of Science Degree in Diagnostic Medical Sonography when they have met the general requirements for graduation and when they have:

1. Completed a minimum of 120 trimester hours of credit¹.
2. Completed the prescribed course of study for the degree (see "Curriculum" section) with a minimum cumulative GPA of "C" (2.00).
3. Achieved a minimum grade of "C" (2.00) in each course.
4. Completed the minimum number of credit hours at Adventist University of Health Science as listed in the General Degree Requirements. For students entering the Bachelor of Science Degree Program, a minimum of 36 credit hours must be completed at Adventist University.
5. Completed the service-learning requirement. Please refer to your program handbook for more information.

¹ This includes a maximum of 59 associate degree and/or Phase I credits and 61 credit hours of BS DMS general education and core requirements.

Curriculum

Students must complete the following courses prior to graduation:

General Education Requirements

- DBIO 144 - Sectional Anatomy (3)
- DSTA 205 - Introduction to Applied Statistics (3)
- DENG 250 - Technical Writing (3)
- DBSA 343 - Legal Aspects of Healthcare (3)
- DBSA 354 - Leadership and Organizational Behavior (3)
- DREL 368 - World Religions for the Healthcare Professions (3) ¹
- DREL 379 - Lessons on Living: Biblical Perspectives (3)
- DBSA 385 - Marketing and Healthcare (3)
- DBSA 388 - Components of Healthcare Financial Management (3)

Total General Education Requirements: 27

¹ If DREL 368, *World Religions for the Healthcare Professions*, was completed as part of an A.S. degree from Adventist University, DREL 305, *Ethics for Nursing and Allied Health*, will be taken to complete B.S. religion requirement.

Sonography Requirements

- DDMS 345 - Diagnostic Imaging (3)
- DDMS 351 - Introduction to Educational Methodology (3)
- DDMS 400 - Management Principles for Imaging Professionals (3)
- DDMS 441 - Advanced Topics in Sonography (3)
- DDMS 447 - Advanced Sonographic Specialties (3)
- DDMS 485 - Medical Imaging in the Digital Environment (3)
- DDMS 490 - Case Studies in Healthcare (3)
- DDMS 494 - Issues and Trends in the Healthcare Arena I (3)
- DDMS 495 - Issues and Trends in the Healthcare Arena II (3)
- DDMS 497 - Research Methods in Allied Health (3)

Elective

- DDMS 328 - Pathophysiology (4)

Total Sonography Requirements: 34

Summary of Credits Required for Graduation

Requirements	Credits
Credit by Validation	32
Phase I Requirements	27
B.S. General Education Requirements	27
B.S. Diagnostic Medical Sonography Requirements	34
Total Credits	120

Department of Health and Biomedical Sciences

Department of Health and Biomedical Sciences

Department Chair: Ann Vining

Humanities Coordinator: Stanley Dobias

Math & Science Coordinator: William Johnston

Research Coordinator: Russell Butler

Faculty: Karen Austin, Lenore Brantley, Ernie Bursey, Russ Butler, Chris Campbell, Julie Cook, Glenice DeBique, Stan Dobias, Nadia Edwin, Sebastian Farrell, Wanda Hopkins, Reuben Kimwomi, Chris Litten, Bryan Lounsberry, Janis Lowry, Mary Melvin, Alicia Patterson, Anael Santos, Jack Scarbrough, Carlo Semerzier, Sdravko Stefanovic, Beverly Stevens, Veon Stewart, Shelly-Ann Taylor, Ann Vining

Adjunct Professional Faculty: Althiea Farrell, Michael Lay, Jessica Lower, Sagarika Sahu, Judith Shamp.

Mission Statement

The Department of Health and Biomedical Sciences seeks to enhance the spiritual, physical, ethical, and cultural lives of the students at Adventist University of Health Sciences, and offers degree programs that would enhance the quality of healthcare.

It provides general education courses to students who are:

- Enrolled in a professional program;
- Seeking admission into a professional program;
- Desiring to encapsulate the first two years of general education courses into an Associate of Science degree in Pre-Professional Studies; and
- Working toward completion of degrees offered by the Department of Health and Biomedical Sciences.

Statement on General Competencies

The Department of Health and Biomedical Sciences requires that its students must be competent in English, mathematics, religion, and basic sciences, including chemistry, biology, and physics. The students will be evaluated by means of the Proficiency Profile test.

General Education Studies Admission

Applicants who meet the general requirements for admission to Adventist University of Health Sciences (see General College Admission in the Admission Information section) will enroll in general education courses offered by the Department of Health and Biomedical Sciences.

Biomedical Sciences, B.S.

This degree will provide students with the academic preparation for acceptance into various professional and graduate degree programs such as medicine, dentistry, veterinary science, optometry, pharmacy, clinical laboratory technology, cytotechnology, and physician assistant. Core courses selected by each student will be based on his or her career goals.

Admission

To be accepted into the Bachelor of Science degree, a student must meet the general requirements for admission into Adventist University of Health Sciences (see General Studies Admission in the Admission Information section), and:

1. Submit the *Biomedical Sciences Program Application* once admitted to the University. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum admissions GPA of 3.00 in high school or a GPA of 3.00 on a minimum of 12 college credits. GPAs presented to the Admissions Committee for each applicant will be a cumulative record of all college-level work.
3. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences before being admitted to a program, one of the two recommendations must come from any Adventist University faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/ advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
4. Have a minimum ACT composite score of 19 or a minimum combined score of 910 on the SAT. Applicants having 24 or more college-level credits from a regionally accredited college are exempt from this requirement.

Progression

Students may progress toward a Bachelor of Science degree in Biological Sciences when they:

1. Maintain a minimum overall GPA of 2.70.
2. Earn a minimum grade of "C" (2.00) in all science and health science requirements.
3. Successfully repeat courses in which a minimum grade of "C" (2.00) was not achieved.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of a Bachelor of Science degree when they have met the general University requirements for graduation (see Graduation in the Academic Information section) and have:

1. Completed a minimum of 124 trimester hours with a minimum cumulative GPA of 2.50.
2. Completed the prescribed course of study with a minimum of 42 upper division credits.
3. Achieved a minimum grade of "C" (2.00) in all science and health science requirements.
4. Completed competency assessment requirements.
5. Completed a minimum of 86 trimester hours in residence at Adventist University of Health Sciences. For students entering the Baccalaureate program with a degree, 36 trimester hours must be completed at Adventist University.
6. Completed the service-learning requirement.

Curriculum

Liberal Arts Requirements - 58 credits

Language Arts (9 credits)

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- SPCH 145 - Introduction to Public Speaking (3)

Humanities (6 credits)

- ENGL 214 - Survey of American Literature (3)

- any HMNT

Math and Computer Sciences (9 credits)

- CPTR 105 - Introduction to Microcomputers (3) or above
- MATH 120 - College Algebra (3) or above¹
- STAT 215 - Elementary Statistics (3)

Social and Behavioral Sciences (12 credits)

- PSYC 124 - General Psychology (3)
- PSYC 128 - Developmental Psychology (3)
- SOCI 125 - Introduction to Sociology (3)
- SOCI 349 - Aging and Society (3)

Religion (13 credits)

- RELP 103 - Philosophy of Healthcare (3)
- RELB 125 - Jesus and Contemporary Society (3)
- RELE 205 - Introduction to Christian Ethics (2)
- RELE 405 - Christian Ethics and Healthcare (3)
- 5 additional credits to include at least one RELB class and three hours of upper division religion

History (6 credits)

- HIST 174 - World Civilization I (3)
- HIST 175 - World Civilization II (3)
- and any other HIST ²

Health and Physical Education (3 credits)

- HPER 125 - Health and Wellbeing (2)
- and 1 credit of HPER

Note:

¹ Precalculus or Calculus strongly recommended.

² American Government or American Political Science will be accepted as a History Elective.

Science Requirements - 43 credits

43 credits may be selected from the following:

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1) ¹
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1) ¹
- BIOL 103 - Biological Concepts (3)
- BIOL 103L - Biological Concepts Lab (1)
- BIOL 125 - Concepts of Pathophysiology (3)
- BIOL 151 - General Biology I (3)
- BIOL 151L - General Biology Lab (1) ¹
- BIOL 152 - General Biology II (3)
- BIOL 152L - General Biology II Lab (1) ¹
- BIOL 330 - General Microbiology (3)
- BIOL 330L - General Microbiology Lab (1)
- BIOL 345 - Genetics (3)
- BIOL 345L - Genetics Lab (1)
- BIOL 360 - Cell Biology (3)
- BIOL 475 - Issues in Science and Religion (3) ¹
- BIOL 410 - Histology (3)
- BIOL 410L - Histology Lab (1)
- CHEM 151 - General Chemistry I (3)
- CHEM 151L - General Chemistry I Lab (1) ¹
- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1) ¹
- CHEM 311 - Organic Chemistry I (3)
- CHEM 311L - Organic Chemistry I Lab (1) ¹
- CHEM 312 - Organic Chemistry II (3)
- CHEM 312L - Organic Chemistry II Lab (1) ¹
- CHEM 411 - Biochemistry I (4)
- CHEM 412 - Biochemistry II (3)
- CHEM 413L - Biochemistry Lab (1)
- PHYS 151 - General Physics I (3)
- PHYS 151L - General Physics I Lab (1) ¹
- PHYS 152 - General Physics II (3)
- PHYS 152L - General Physics II Lab (1) ¹

Note:

¹ Mandatory (Students may choose between Anatomy and Physiology and General Biology.)

Health Science Requirements - 10 credits

- HTSC 125 - Introduction to Health Sciences Lab and Clinical Skills (1)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- HTSC 360 - U.S. Healthcare System (3)
- HTSC 440 - Introduction to Epidemiology (3)
- HTSC 480 - Undergraduate Seminar (1)

Electives - 13 credits

All students must complete 42 upper division credits. This requirement may be completed with 300- and 400-level elective courses.

Suggested Course of Study

First Year

Fall

- HTSC 125 - Introduction to Health Sciences Lab and Clinical Skills (1)
- MATH 120 - College Algebra (3) OR
- MATH 130 - Pre-Calculus (3)
- BIOL 151 - General Biology I (3)
- BIOL 151L - General Biology Lab (1)
- CHEM 151 - General Chemistry I (3)
- CHEM 151L - General Chemistry I Lab (1)

Trimester Total: 16/17

Spring

- BIOL 152 - General Biology II (3)
- BIOL 152L - General Biology II Lab (1)
- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)
- ENGL 102 - English Composition II (3)
- CPTR 105 - Introduction to Microcomputers (3)
- RELP 103 - Philosophy of Healthcare (3)

Trimester Total: 17

Second Year

Fall

- HPER 125 - Health and Wellbeing (2)
- Elective - Electives (3)
- PSYC 124 - General Psychology (3)
- CHEM 311 - Organic Chemistry I (3)
- CHEM 311L - Organic Chemistry I Lab (1)
- PHYS 151 - General Physics I (3)
- PHYS 151L - General Physics I Lab (1)

Trimester Total: 16

Spring

- CHEM 312 - Organic Chemistry II (3)
- CHEM 312L - Organic Chemistry II Lab (1)
- PHYS 152 - General Physics II (3)
- PHYS 152L - General Physics II Lab (1)
- HIST ____ - History (3)
- SOCI 125 - Introduction to Sociology (3)
- HPER 123 - Fitness (1)
- HPER 127 - Women's Fitness (1)

- RELE 205 - Introduction to Christian Ethics (2)

Trimester Total: 17

Third Year

Fall

- SPCH 145 - Introduction to Public Speaking (3)
- BIOL 330 - General Microbiology (3)
- BIOL 330L - General Microbiology Lab (1)
- CHEM 411 - Biochemistry I (4)
- RELB __ - Religion (3)
- Elective - Electives (3)

Trimester Total: 17

Spring

- CHEM 412 - Biochemistry II (3)
- CHEM 413L - Biochemistry Lab (1)
- BIOL 475 - Issues in Science and Religion (3)
- STAT 215 - Elementary Statistics (3)
- HIST ____ History (3)
- HTSC 360 - U.S. Healthcare System (3)

Trimester Total: 16

Fourth Year

Fall

- HMNT 210 - Literature and Fine Arts (3)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- SOCI 349 - Aging and Society (3)
- REL 300+ - Upper Division Religion (3)
- Elective - Upper Division Elective (3)
- HTSC 480 - Undergraduate Seminar (1)

Trimester Total: 14

Spring

- HTSC 480 - Undergraduate Seminar (1)
- Science Elective - Elective (Genetics and Lab) (4)
- Elective - Elective (3/4)
- HTSC 440 - Introduction to Epidemiology (3)
- RELE 405 - Christian Ethics and Healthcare (3)

Trimester Total: 14/15

Health Science, Allied Health (Track II), B.S.

Bachelor of Science in Health Sciences

Programs of study will provide students with the academic preparation for acceptance into various professional and graduate degree programs such as clinical laboratory technology, cytotechnology, physician assistant, occupational therapy, physical therapy, nutrition science, public health, and healthcare administration or other healthcare-related professions. Both the track and core courses selected by each student will be based on his or her career goals.

Track I, the Science Track, is designed for students who are preparing for graduate programs in the sciences, health sciences and therapy fields.

Track II, the Allied Health Track, is open only to students who have, or are pursuing an Associate degree in a clinical field.

Track III, the Management Track, is designed for students who are preparing for entry into a non-clinical area of healthcare or who plan to pursue graduate study in healthcare administration.

Admission

To be accepted into the Bachelor of Science in Health Sciences degree, a student must meet the general requirements for admission into Adventist University of Health Sciences (see General Studies Admission in the Admission Information section), and:

1. Submit the *Biomedical Sciences Program Application* once admitted to the University, indicating which of the three tracks you are applying for. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum admissions GPA of 2.70 in high school or a GPA of 2.70 on a minimum of 12 college credits. GPAs presented to the Admissions Committee for each applicant will be a cumulative record of all college-level work.
3. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences before being admitted to a program, one of the two recommendations must come from any Adventist University faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
4. Have a minimum ACT composite score of 19 or a minimum combined score of 910 on the SAT. Applicants having 24 or more college-level credits from a regionally accredited college are exempt from this requirement.

Progression

Students may progress toward a Bachelor of Science degree when they:

1. Maintain a minimum overall GPA of 2.50.
2. Earn a minimum grade of "C" (2.00) in all science and health science requirements.
3. Successfully repeat courses in which a minimum grade of "C" (2.00) was not achieved.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of a Bachelor of Science degree when they have met the general University requirements for graduation (see Graduation in the Academic Information section) and have:

1. Completed a minimum of 124 trimester hours with a minimum cumulative GPA of 2.50.
2. Completed the prescribed course of study with a minimum of 42 upper division credits.
3. Achieved a minimum grade of "C" (2.00) in all science and health science requirements.
4. Completed competency assessment requirements.
5. Completed a minimum of 86 trimester hours in residence at Adventist University of Health Sciences. For students entering the Baccalaureate program with a degree, 36 trimester hours must be completed at Adventist University.
6. Completed the service-learning requirement.

Curriculum

There are three tracks in the Bachelor of Science in Health Science Degree. All three tracks require 124 credits of which at least 42 credits must be upper division. Each of the tracks has a common core of 63 hours of liberal arts requirements and 15 hours of health science requirements. The remaining 46 hours differ by area of emphasis as shown in the following table:

Track	Science Hours	Allied Health Hours	Management Hours	Elective Hours
Science (Track I)	32	0	0	14
Allied Health (Track II)	15	17	0	14
Management (Track III)	15	0	18	13

Allied Health (Track II)

This track is designed for students who have completed an Associate of Science degree in a clinically-related field.

Liberal Arts Requirements - 63 credits

Language Arts (11 credits)

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- ENGL 144 - Medical Terminology (2)
- SPCH 145 - Introduction to Public Speaking (3)

Humanities (6 credits)

- ENGL 214 - Survey of American Literature (3)
- any HMNT

Math and Computer Sciences (9 credits)

- CPTR 105 - Introduction to Microcomputers (3)
- MATH 120 - College Algebra (3) or above
- STAT 215 - Elementary Statistics (3)

Social and Behavioral Sciences (15 credits)

- PSYC 124 - General Psychology (3)
- PSYC 128 - Developmental Psychology (3)
- SOCI 125 - Introduction to Sociology (3)
- SOCI 349 - Aging and Society (3)

- PSYC 320 - Health Psychology (3) OR
- PSYC 420 - Abnormal Psychology (3)

Religion (13 credits)

- RELP 103 - Philosophy of Healthcare (3)
- RELE 205 - Introduction to Christian Ethics (2)
- RELE 405 - Christian Ethics and Healthcare (3)
- 5 additional credits to include at least one RELB class and 3 upper division credits.

History (6 credits)

¹ American Government or American Political Science will be accepted as a History Elective.

- HIST 174 - World Civilization I (3) OR

- HIST 175 - World Civilization II (3)
- and any other HIST¹

Health and Physical Education (3 credits)

- HPER 125 - Health and Wellbeing (2)
- and 1 credit of HPER

Health Science Requirements - 15 credits

- HBSA 475 - Healthcare Management (3)
- HTSC 343 - Legal Aspects of HealthCare (3)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- HTSC 360 - U.S. Healthcare System (3)
- HTSC 440 - Introduction to Epidemiology (3)
- HTSC 480 - Undergraduate Seminar (1) , (1)

Science Requirements - 15 credits

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1) ¹
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1) ¹
- BIOL 103 - Biological Concepts (3)
- BIOL 103L - Biological Concepts Lab (1)
- BIOL 125 - Concepts of Pathophysiology (3)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- BIOL 225 - Principles of Microbiology (3)
- BIOL 225L - Principles of Microbiology Lab (1)
- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 112 - Survey of Organic and Biochemistry (3)
- CHEM 113L - Survey of General Chemistry Lab (1)
- PHYS 121 - Survey of Physics (4)

Allied Health - 17 credits

Clinical and didactic courses taken as part of the major field of study for the earned associate degree in an allied health clinical area may be used in fulfillment of this requirement.

Electives - 14 credits

All students must complete 42 upper division credits. This requirement may be completed with 300- and 400-level elective courses.

Suggested Plan of Study

First Year

Fall

- PSYC 128 - Developmental Psychology (3)
- HPER 123 - Fitness (1) OR
- HPER 127 - Women's Fitness (1)
- STAT 215 - Elementary Statistics (3)
- HIST ____ - History (3)
- SOCI 125 - Introduction to Sociology (3)
- SPCH 145 - Introduction to Public Speaking (3)

Trimester Total: 16

Spring

- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 113L - Survey of General Chemistry Lab (1)
- ENGL 214 - Survey of American Literature (3)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- HTSC 360 - U.S. Healthcare System (3)
- PHYS 121 - Survey of Physics (4)

Trimester Total: 15

Second Year

Fall

- BIOL 103 - Biological Concepts (3)
- HIST ____ - History (3)
- HMNT 210 - Literature and Fine Arts (3)
- HTSC 343 - Legal Aspects of HealthCare (3)
- RELT 368 - World Religions for the Healthcare Professions (3)
- HTSC 480 - Undergraduate Seminar (1)

Trimester Total: 17

Spring

- HTSC 480 - Undergraduate Seminar (1)
- SOCI 349 - Aging and Society (3)
- HTSC 440 - Introduction to Epidemiology (3)
- HBSA 475 - Healthcare Management (3)

- PSYC 320 - Health Psychology (3) OR
- PSYC 420 - Abnormal Psychology (3)

- RELE 405 - Christian Ethics and Healthcare (3)

Trimester Total: 16

Health Science, Management (Track III), B.S.

Bachelor of Science in Health Sciences

Programs of study will provide students with the academic preparation for acceptance into various professional and graduate degree programs such as clinical laboratory technology, cytotechnology, physician assistant, occupational therapy, physical therapy, nutrition science, public health, and healthcare administration or other healthcare-related professions. Both the track and core courses selected by each student will be based on his or her career goals.

Track I, the Science Track, is designed for students who are preparing for graduate programs in the sciences, health sciences and therapy fields.

Track II, the Allied Health Track, is open only to students who have, or are pursuing an Associate degree in a clinical field.

Track III, the Management Track, is designed for students who are preparing for entry into a non-clinical area of healthcare or who plan to pursue graduate study in healthcare administration.

Admission

To be accepted into the Bachelor of Science in Health Sciences degree, a student must meet the general requirements for admission into Adventist University of Health Sciences (see General Studies Admission in the Admission Information section), and:

1. Submit the *Biomedical Sciences Program Application* once admitted to the University, indicating which of the three tracks you are applying for. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum admissions GPA of 2.70 in high school or a GPA of 2.70 on a minimum of 12 college credits. GPAs presented to the Admissions Committee for each applicant will be a cumulative record of all college-level work.
3. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences before being admitted to a program, one of the two recommendations must come from any Adventist University faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
4. Have a minimum ACT composite score of 19 or a minimum combined score of 910 on the SAT. Applicants having 24 or more college-level credits from a regionally accredited college are exempt from this requirement.

Progression

Students may progress toward a Bachelor of Science degree when they:

1. Maintain a minimum overall GPA of 2.50.
2. Earn a minimum grade of "C" (2.00) in all science and health science requirements.
3. Successfully repeat courses in which a minimum grade of "C" (2.00) was not achieved.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of a Bachelor of Science degree when they have met the general University requirements for graduation (see Graduation in the Academic Information section) and have:

1. Completed a minimum of 124 trimester hours with a minimum cumulative GPA of 2.50.
2. Completed the prescribed course of study with a minimum of 42 upper division credits.
3. Achieved a minimum grade of "C" (2.00) in all science and health science requirements.
4. Completed competency assessment requirements.
5. Completed a minimum of 86 trimester hours in residence at Adventist University of Health Sciences. For students entering the Baccalaureate program with a degree, 36 trimester hours must be completed at Adventist University.
6. Completed the service-learning requirement.

Curriculum

There are three tracks in the Bachelor of Science in Health Science Degree. All three tracks require 124 credits of which at least 42 credits must be upper division. Each of the tracks has a common core of 63 hours of liberal arts requirements and 15 hours of health science requirements. The remaining 46 hours differ by area of emphasis as shown in the following table:

Track	Science Hours	Allied Health Hours	Management Hours	Elective Hours
Science (Track I)	32	0	0	14
Allied Health (Track II)	15	17	0	14

Management (Track III)	15	0	18	13
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Management (Track III)

This track is designed for students who plan to work in management in a healthcare setting or pursue a graduate degree in Healthcare Administration. Science and elective courses selected by each student will be based on his or her career goals.

Liberal Arts Requirements - 63 credits

Language Arts (11 credits)

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- ENGL 144 - Medical Terminology (2)
- SPCH 145 - Introduction to Public Speaking (3)

Humanities (6 credits)

- ENGL 214 - Survey of American Literature (3)
- any HMNT

Math and Computer Sciences (9 credits)

- CPTR 105 - Introduction to Microcomputers (3)
- MATH 120 - College Algebra (3) or above
- STAT 215 - Elementary Statistics (3)

Social and Behavioral Sciences (15 credits)

- PSYC 124 - General Psychology (3)
- PSYC 128 - Developmental Psychology (3)
- SOCI 125 - Introduction to Sociology (3)
- SOCI 349 - Aging and Society (3)
- PSYC 320 - Health Psychology (3) OR

- PSYC 420 - Abnormal Psychology (3)

Religion (13 credits)

- RELP 103 - Philosophy of Healthcare (3)
- RELE 205 - Introduction to Christian Ethics (2)
- RELE 405 - Christian Ethics and Healthcare (3)
- 5 additional credits to include at least one RELB class and 3 upper division credits.

History (6 credits)

- HIST 174 - World Civilization I (3) OR
- HIST 175 - World Civilization II (3)
- and any other HIST¹

Health and Physical Education (3 credits)

- HPER 125 - Health and Wellbeing (2)
- and 1 credit of HPER

Health Science Requirements - 15 credits

- HBSA 475 - Healthcare Management (3)
- HTSC 343 - Legal Aspects of HealthCare (3)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- HTSC 360 - U.S. Healthcare System (3)
- HTSC 440 - Introduction to Epidemiology (3)
- HTSC 480 - Undergraduate Seminar (1) , (1)

Note:

¹ Precalculus or Calculus strongly recommended.

Science Requirements - 15 credits

Students must complete a minimum of 15 trimester credit hours of science courses towards their degree. Anatomy and Physiology I and II with labs are required with at least one course of biology, chemistry, or physics with lab. Select the required coursework from the following:

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1) ¹
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1) ¹
- BIOL 103 - Biological Concepts (3)
- BIOL 103L - Biological Concepts Lab (1)
- BIOL 125 - Concepts of Pathophysiology (3)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- BIOL 225 - Principles of Microbiology (3)
- BIOL 225L - Principles of Microbiology Lab (1)
- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 112 - Survey of Organic and Biochemistry (3)
- CHEM 113L - Survey of General Chemistry Lab (1)
- PHYS 121 - Survey of Physics (4)

Management Requirement - 18 Credits

- ACCT 220 - Principles of Accounting I (3)
- ACCT 221 - Principles of Accounting II (3)
- ECON 250 - Principles of Macroeconomic (3)
- ECON 260 - Principles of Microeconomics (3)
- FNCE 321 - Principles of Finance (3)
- MRKT 320 - Principles of Marketing (3)

Electives - 13 credits

All students must complete 42 upper division credits. This requirement may be completed with 300- and 400-level elective courses.

Suggested Plan of Study

Students should contact the Department of Health and Biomedical Sciences for advising and assistance in planning a program of study. Individual programs of study will vary, based on each student's needs and extracurricular responsibilities.

Health Science, Science (Track I), B.S.

Bachelor of Science in Health Sciences

Programs of study will provide students with the academic preparation for acceptance into various professional and graduate degree programs such as clinical laboratory technology, cytotechnology, physician assistant, occupational therapy, physical therapy, nutrition science, public health, and healthcare administration or other healthcare-related professions. Both the track and core courses selected by each student will be based on his or her career goals.

Track I, the Science Track, is designed for students who are preparing for graduate programs in the sciences, health sciences and therapy fields.

Track II, the Allied Health Track, is open only to students who have, or are pursuing an Associate degree in a clinical field.

Track III, the Management Track, is designed for students who are preparing for entry into a non-clinical area of healthcare or who plan to pursue graduate study in healthcare administration.

Admission

To be accepted into the Bachelor of Science in Health Sciences degree, a student must meet the general requirements for admission into Adventist University of Health Sciences (see General Studies Admission in the Admission Information section), and:

1. Submit the *Biomedical Sciences Program Application* once admitted to the University, indicating which of the three tracks you are applying for. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum admissions GPA of 2.70 in high school or a GPA of 2.70 on a minimum of 12 college credits. GPAs presented to the Admissions Committee for each applicant will be a cumulative record of all college-level work.
3. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences before being admitted to a program, one of the two recommendations must come from any Adventist University faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
4. Have a minimum ACT composite score of 19 or a minimum combined score of 910 on the SAT. Applicants having 24 or more college-level credits from a regionally accredited college are exempt from this requirement.

Progression

Students may progress toward a Bachelor of Science degree when they:

1. Maintain a minimum overall GPA of 2.50.
2. Earn a minimum grade of "C" (2.00) in all science and health science requirements.
3. Successfully repeat courses in which a minimum grade of "C" (2.00) was not achieved.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of a Bachelor of Science degree when they have met the general University requirements for graduation (see Graduation in the Academic Information section) and have:

1. Completed a minimum of 124 trimester hours with a minimum cumulative GPA of 2.50.
2. Completed the prescribed course of study with a minimum of 42 upper division credits.
3. Achieved a minimum grade of "C" (2.00) in all science and health science requirements.
4. Completed competency assessment requirements.
5. Completed a minimum of 86 trimester hours in residence at Adventist University of Health Sciences. For students entering the Baccalaureate program with a degree, 36 trimester hours must be completed at Adventist University.
6. Completed the service-learning requirement.

Curriculum

There are three tracks in the Bachelor of Science in Health Science Degree. All three tracks require 124 credits of which at least 42 credits must be upper division. Each of the tracks has a common core of 63 hours of liberal arts requirements and 15 hours of health science requirements. The remaining 46 hours differ by area of emphasis as shown in the following table:

Track	Science Hours	Allied Health Hours	Management Hours	Elective Hours
Science (Track I)	32	0	0	14
Allied Health (Track II)	15	17	0	14

Management (Track III)	15	0	18	13
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Science (Track I)

This track is designed for students entering the program without an Associate degree in Allied Health or a clinically-related field.

Liberal Arts Requirements - 63 credits

Language Arts (11 credits)

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- ENGL 144 - Medical Terminology (2)
- SPCH 145 - Introduction to Public Speaking (3)

Humanities (6 credits)

- ENGL 214 - Survey of American Literature (3)
- any HMNT

Math and Computer Sciences (9 credits)

- CPTR 105 - Introduction to Microcomputers (3)
- MATH 120 - College Algebra (3) or above
- STAT 215 - Elementary Statistics (3)

Social and Behavioral Sciences (15 credits)

- PSYC 124 - General Psychology (3)
- PSYC 128 - Developmental Psychology (3)
- SOCI 125 - Introduction to Sociology (3)
- SOCI 349 - Aging and Society (3)
- PSYC 320 - Health Psychology (3) OR

- PSYC 420 - Abnormal Psychology (3)

Religion (13 credits)

- RELP 103 - Philosophy of Healthcare (3)
- RELE 205 - Introduction to Christian Ethics (2)
- RELE 405 - Christian Ethics and Healthcare (3)
- 5 additional credits to include at least one RELB class and three hours of upper division religion.

History (6 credits)

¹ American Government or American Political Science will be accepted as a History Elective.

- HIST 174 - World Civilization I (3) OR
- HIST 175 - World Civilization II (3)
- and any other HIST¹

Health and Physical Education (3 credits)

- HPER 125 - Health and Wellbeing (2)
- 1 credit of HPER

Health Science Requirements - 16 credits

- HTSC 125 - Introduction to Health Sciences Lab and Clinical Skills (1)
- HBSA 475 - Healthcare Management (3)
- HTSC 343 - Legal Aspects of HealthCare (3)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- HTSC 360 - U.S. Healthcare System (3)
- HTSC 440 - Introduction to Epidemiology (3)
- HTSC 480 - Undergraduate Seminar (1) , (1)

Science Requirements - 32 credits

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)

- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- BIOL 103 - Biological Concepts (3)
- BIOL 103L - Biological Concepts Lab (1)
- BIOL 125 - Concepts of Pathophysiology (3)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- BIOL 151 - General Biology I (3)
- BIOL 151L - General Biology Lab (1)
- BIOL 152 - General Biology II (3)
- BIOL 152L - General Biology II Lab (1)
- BIOL 225 - Principles of Microbiology (3)
- BIOL 225L - Principles of Microbiology Lab (1)
- BIOL 330 - General Microbiology (3)
- BIOL 330L - General Microbiology Lab (1)
- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 112 - Survey of Organic and Biochemistry (3)
- CHEM 113L - Survey of General Chemistry Lab (1)
- CHEM 151 - General Chemistry I (3)
- CHEM 151L - General Chemistry I Lab (1)
- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)
- CHEM 311 - Organic Chemistry I (3)
- CHEM 311L - Organic Chemistry I Lab (1)
- CHEM 312 - Organic Chemistry II (3)
- CHEM 312L - Organic Chemistry II Lab (1)
- PHYS 121 - Survey of Physics (4)
- PHYS 151 - General Physics I (3)
- PHYS 151L - General Physics I Lab (1)
- PHYS 152 - General Physics II (3)
- PHYS 152L - General Physics II Lab (1)

Electives - 13 credits

All students must complete 42 upper division credits. This requirement may be completed with 300- and 400-level elective courses.

Suggested Plan of Study

Sample schedule for students entering the program without an Associate degree in Allied Health or a clinically-related field. This sample schedule does not include summers. Students who choose to take summer classes can lighten their load during Fall and Spring.

First Year

Fall

- HTSC 125 - Introduction to Health Sciences Lab and Clinical Skills (1)
- CHEM 111 - Survey of Inorganic Chemistry (3) OR
- CHEM 151 - General Chemistry I (3)
- CHEM 113L - Survey of General Chemistry Lab (1) OR
- CHEM 151L - General Chemistry I Lab (1)
- HPER 125 - Health and Wellbeing (2)
- BIOL 101 - Anatomy and Physiology I (3) OR
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 151 - General Biology I (3) OR
- BIOL 151L - General Biology Lab (1)
- ENGL 101 - English Composition I (3)
- MATH 120 - College Algebra (3)

Trimester Total: 17

Spring

- RELP 103 - Philosophy of Healthcare (3)
- BIOL 102 - Anatomy and Physiology II (3) OR
- BIOL 152 - General Biology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1) OR
- BIOL 152L - General Biology II Lab (1)
- ENGL 102 - English Composition II (3)
- CPTR 105 - Introduction to Microcomputers (3)
- BIOL 225 - Principles of Microbiology (3)
- BIOL 225L - Principles of Microbiology Lab (1)

or

- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)

Second Year

Fall

- BIOL 103 - Biological Concepts (3)
- BIOL 103L - Biological Concepts Lab (1)
- RELE 205 - Introduction to Christian Ethics (2)
- PSYC 124 - General Psychology (3)
- Elective - Electives (3)
- HIST ____ - History (3)

Trimester Total: 15

Spring

- HIST ____ - History (3)
- ENGL 144 - Medical Terminology (2)
- PHYS 121 - Survey of Physics (4)
- SOCI 125 - Introduction to Sociology (3)
- HMNT 210 - Literature and Fine Arts (3)

- HPER 123 - Fitness (1) OR
- HPER 127 - Women's Fitness (1)

Trimester Total: 16

Third Year

Fall

- Science Elective - Science Elective (3/4)
- PSYC 128 - Developmental Psychology (3)
- ENGL 214 - Survey of American Literature (3)
- SPCH 145 - Introduction to Public Speaking (3)
- Elective - Electives (3)

Trimester Total: 15/16

Spring

- Elective - Electives (3)
- STAT 215 - Elementary Statistics (3)
- HTSC 360 - U.S. Healthcare System (3)

- PSYC 320 - Health Psychology (3) OR
- PSYC 420 - Abnormal Psychology (3)

- BIOL 475 - Issues in Science and Religion (3)

Trimester Total: 15

Fourth Year

Fall

- Religion Course - Religion 300+ _____ (3)
- Science Elective - Science Elective (3/4)
- Elective - Elective 300+ (3)
- SOCI 349 - Aging and Society (3)
- HTSC 343 - Legal Aspects of HealthCare (3)
- HTSC 480 - Undergraduate Seminar (1)

Trimester Total: 16/17

Spring

- HTSC 480 - Undergraduate Seminar (1)
- HTSC 355 - AIDS/HIV and the Healthcare Provider (1)
- Elective - Elective 300+ (3)
- Elective - _____ (1-3)
- HBSA 475 - Healthcare Management (3)
- HTSC 440 - Introduction to Epidemiology (3)
- RELE 405 - Christian Ethics and Healthcare (3)

Trimester Total: 15-17

Pre-Professional Studies, A.S.

Students enrolling in the Pre-Professional degree program are those who plan to continue their education at other institutions in areas such as physical therapy, occupational therapy, medicine, dentistry, physician assistant, or other medical fields. The program prepares students for admission to professional programs by helping them earn a large part of the general education requirements for those programs.

Admission

To be accepted into the Pre-Professional degree program, students must meet the general requirements for admission to Adventist University of Health Sciences (see General Studies Admission in the Admission Information section), and:

1. Submit the *Pre-Professional Studies Program Application* once admitted to the University. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum cumulative high school unweighted GPA of 2.70 or have taken 12 college credits at a regionally accredited college with a minimum GPA of 2.70. GPAs presented to the admissions committee for each applicant will be a cumulative record of all college-level work.

3. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences before being admitted to a program, one of the two recommendations must come from any Adventist University faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
4. Have a minimum ACT composite score of 19 or a minimum combined score of 910 on the SAT. Applicants having 24 or more college-level credits from a regionally accredited college are exempt from this requirement.

Progression

Students may progress in the Pre-Professional degree program when they:

1. Maintain a minimum overall GPA of 2.50.
2. Earn a minimum grade of "C" (2.00) on all math and science requirements.
3. Successfully repeat courses in which a minimum grade of "C" (2.00) was not achieved.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of an Associate of Science degree in Pre-Professional Studies when they have met the general University requirements for graduation (see Graduation in the Academic Information section), and have:

1. Completed the prescribed course of study.
2. Completed a minimum of 64 hours of credit, 50 of which must be earned at Adventist University of Health Sciences.
3. Achieved a minimum overall GPA of 2.50 with a minimum cumulative GPA of 2.50 on all math and science requirements.
4. Complete the service-learning requirement.
5. Completed competency assessment requirements.

Curriculum

The courses required for all students enrolled in the Associate of Science degree program include General Psychology; Introduction to Microcomputers; English Composition I and II; World Civilization I or II; Introduction to Public Speaking; Health and Wellbeing; and six hours of religion courses.

General Education Requirements

- PSYC 124 - General Psychology (3)
- CPTR 105 - Introduction to Microcomputers (3)
- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)

- HIST 174 - World Civilization I (3) OR
- HIST 175 - World Civilization II (3)

- HPER 125 - Health and Wellbeing (2)
- RELP 103 - Philosophy of Healthcare (3)
- REL ____ - Any Religion (3)
- SPCH 145 - Introduction to Public Speaking (3)

Total General Requirements: 26

Science (16 credits required)

Science and math requirements will vary, depending upon the student's educational track. For example, students preparing to transfer into dental hygiene, physical therapy, respiratory therapy, or occupational therapy programs will typically be required to take eight hours of Anatomy and Physiology. However, pre-medical, pre-dental, pre-veterinary medicine, and preoptometry programs require eight hours of General Biology. Students will be offered the opportunity to take the courses appropriate for their career path from the following:

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- BIOL 103 - Biological Concepts (3)
- BIOL 103L - Biological Concepts Lab (1)
- BIOL 125 - Concepts of Pathophysiology (3)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- BIOL 151 - General Biology I (3)
- BIOL 151L - General Biology Lab (1)
- BIOL 152 - General Biology II (3)
- BIOL 152L - General Biology II Lab (1)
- BIOL 225 - Principles of Microbiology (3)
- BIOL 225L - Principles of Microbiology Lab (1)

- BIOL 330 - General Microbiology (3)
- BIOL 330L - General Microbiology Lab (1)
- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 112 - Survey of Organic and Biochemistry (3)
- CHEM 113L - Survey of General Chemistry Lab (1)
- CHEM 151 - General Chemistry I (3)
- CHEM 151L - General Chemistry I Lab (1)
- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)
- CHEM 210 - Analytical Chemistry (3)
- CHEM 210L - Analytical Chemistry Lab (1)
- CHEM 311 - Organic Chemistry I (3)
- CHEM 311L - Organic Chemistry I Lab (1)
- CHEM 312 - Organic Chemistry II (3)
- CHEM 312L - Organic Chemistry II Lab (1)
- NUTR 122 - Nutrition (3)
- PHYS 121 - Survey of Physics (4)
- PHYS 151 - General Physics I (3)
- PHYS 151L - General Physics I Lab (1)
- PHYS 152 - General Physics II (3)
- PHYS 152L - General Physics II Lab (1)

Math (3 credits required)

- MATH 103 - Survey of Mathematics (3)
- MATH 105 - Intermediate Algebra (3)
- MATH 120 - College Algebra (3)
- MATH 130 - Pre-Calculus (3)
- MATH 181 - Calculus I with analytical Geometry (4)

Total Science and Math Requirements: 19

Electives

The elective component of the graduation requirement is comprised of those courses beyond the core curriculum that may be needed for entry into a professional program at a four-year institution. These courses will be chosen by the student with the approval of an advisor.

Elective Requirement: 18

Capstone

HTSC 250 Seminar in Pre-Professional Studies (1 credit) is a graduation requirement.

Capstone Requirement: 1

Suggested Course of Study

The following is an example of a suggested course of study which would prepare a student for entry into the Andrews University Physical Therapy Program.

First Year

Fall

- HIST 174 - World Civilization I (3)
- PSYC 124 - General Psychology (3)
- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- ENGL 101 - English Composition I (3)
- RELP 103 - Philosophy of Healthcare (3)

Trimester Total: 16

Spring

- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- ENGL 102 - English Composition II (3)
- REL ____ - Any Religion (3)
- PSYC 128 - Developmental Psychology (3)
- MATH 120 - College Algebra (3)

Trimester Total: 16

Second Year

Fall

- CPTR 105 - Introduction to Microcomputers (3)
- SPCH 145 - Introduction to Public Speaking (3)
- CHEM 151 - General Chemistry I (3)
- HPER 125 - Health and Wellbeing (2)
- HTSC 250 - Seminar in Pre-Professional Studies (1)
- Elective - Electives (3)

Trimester Total: 16

Spring

- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)
- BIOL 225 - Principles of Microbiology (3)
- HMNT 210 - Literature and Fine Arts (3)
- Elective - Electives (5)

Trimester Total: 16

Department of Nursing

Department of Nursing

Department Chair: Janice Preston

Interim Vice-Chair, RN-BSN Option: Rilla Taylor

Vice-Chair, GBSN Option: Janice Lowden-Stokley

Denver Site Nursing Director:

Faculty: Angelina Bean, Lynelle Callender, Gloria Ceballos, Daisy Dalegowski, Deborah Edgerton, Leesuk Ferencsik, Wanda Forbes, Carolyn Fore, Sydney Gebhart, Gloria Gonzalez, Stacey Hawes, Dusanka Hristic, Janet King, Chris Lorentz, Carolyn Pace-Ramsey, Patricia Ratliff, Linda Royer, Madeline Sawin, Nel Thomas, Lynne Tier, Deborah Torres, Pauline Watkins, Marlene Watson, Marika Whitaker.

Adjunct Faculty: Jennifer Clark

Mission Statement

In harmony with the mission of the Adventist University of Health Sciences, the Department of Nursing provides educational experiences within a Christian environment designed to promote excellence in nursing.

Philosophy

The faculty believes that the discipline of nursing is both an art and a science that promotes health through the delivery of holistic care to individuals, families, and communities. Through the profession of nursing, we extend the healing ministry of Christ.

The practice and teaching of nursing are a calling to exercise God's gifts in a life of service to humanity. Faculty and students, guided by Christian principles, achieve personal and professional excellence through quality education and lifelong learning.

Curriculum Framework

The nursing curriculum is based on the Neuman Systems Model that focuses on the provision of holistic healthcare.

Licensure and Accreditation

The RN-BSN Completion option is fully accredited by the Accreditation Commission for Education in Nursing (ACEN). 3343 Peachtree Road NE, Suite 850, Atlanta, GA, 30326; Phone (404) 975-5000, Fax (404) 975-5020. The accreditation process has been initiated with them for our Generic Bachelor of Science in Nursing degree option.

Program Descriptions

Students may enter the programs at one of two levels:

1. Student taking general college courses, or
2. Registered Nurse seeking to complete the Bachelor's degree requirements.

Bachelor of Science Degree in Nursing

The Adventist University of Health Sciences Department of Nursing offers a Bachelor of Science degree in Nursing (BSN) designed to prepare professional nurses to provide holistic healthcare to individuals, families, and communities. The program is grounded in Christian principles and integrated with courses from the arts and sciences that enrich the course of study and contribute to the development of a broad worldview of nursing. A graduate from this program is prepared to use theory and research-based knowledge as a designer, coordinator, and manager of holistic healthcare in diverse settings. The program provides a foundation for the graduate to enhance professional growth, facilitate career mobility, and establish a foundation for graduate studies.

This program is structured to provide two plans of study leading to the BS Nursing degree:

1. The Generic Bachelor of Science in Nursing Option (GBSN) for the beginning (pre-licensure) student.
2. RN-BSN Completion Option (CO) for the Associate or Diploma Registered Nurse.

Nursing Honors

The Department of Nursing grants nursing honors upon completion of the Bachelor degree. Nursing honors will be awarded to nursing students whose cumulative Adventist University GPA

in nursing courses is 3.50 or above. Students with a failing grade (below a grade of "C") in any of the bachelor-level nursing courses will not be eligible for nursing honors.

Bachelor of Science

- Nursing, Generic BSN Option
- Nursing, RN-BSN Completion Option

Department of Occupational Therapy

Department of Occupational Therapy

Department Chair: Tia Hughes

Occupational Therapy Assistant Program Director: Nicole Scheiman

Faculty: Vicki Case

Faculty: Erin Merritt

Mission Statement

The Occupational Therapy Assistant (OTA) Program provides an environment where students can pursue technical expertise in the field of occupational therapy while developing spiritually, intellectually, and socially. The program and faculty are committed to excellence in educating competent occupational therapy assistants who have an understanding of the beliefs, values, and principles of the Christian tradition and the University's mission of healthcare as ministry. While providing an understanding of the science of occupational therapy, it is the program's goal to incorporate the University's vision of an environment that supports nurturing, excellence, spirituality, and stewardship into the curriculum.

Licensure and Accreditation

The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449, (301) 652-AOTA. Graduates of this program will be eligible to sit for the national certification examination for the Occupational Therapy Assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. The State of Florida requires licensure to practice as an occupational therapy assistant.

Occupational Therapy Assistant, A.S.

Program Description

The Occupational Therapy Assistant Program provides the student with a comprehensive learning experience that will enable him or her to acquire the competencies required of an Occupational Therapy Assistant. The student is exposed to a variety of clinical experiences in occupational therapy practice at many local facilities, including those at Florida Hospital. The program can be completed in two calendar years and leads to an Associate of Science degree.

Policies

The *Occupational Therapy Assistant Student Handbook Supplement* contains the program policies. By accepting enrollment as an occupational therapy assistant student, each applicant agrees to abide by the policies as outlined in the Supplement.

All students must present:

- Proof of health insurance before entering the clinical environment and must maintain this insurance for the duration of the program.
- Yearly verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the Student Handbook for additional information.
- Updated immunization records including hepatitis B, MMR and Tetanus-Diphtheria.
- Verification of varicella vaccination or show immunity (titer).
- Evidence of physical examination within three months prior to beginning the program.
- Verification of current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.
- Evidence of a successfully completed FIT test prior to the professional program deadline.

All students must have a background check. The National Board for Certification in Occupational Therapy (NBCOT) and various state licensing agencies require disclosure of all felony convictions. The results of this background check may impact eligibility for certification and licensure. Eligibility should be determined in advance of beginning an educational program. Felony convictions must be resolved by the NBCOT's Qualifications Review Committee. Mental health intervention may also affect the individual's ability to obtain state licensure. For further information, see the *Occupational Therapy Assistant Student Handbook Supplement*.

Mental and Physical Requirements for Applicants

Applicants seeking admission to the Occupational Therapy Assistant Program must be able, with or without reasonable accommodation, to:

- Visually observe and assess a patient, discriminate color and depth, read and accurately complete reports, and visualize diagnostic/monitoring equipment in dimmed light.
- Auditorily monitor and assess patient health needs, monitor various equipment and background sounds, and communicate by telephone.
- Verbally communicate in a clear and concise manner.
- Communicate sufficiently to interact with others in appropriate professional verbal and written form.
- Read and interpret relevant medical data from patient charts, reports, and orders.
- Safely lift and transfer patients to accomplish bed/chair/stretchers transfer with assistance or assistive devices.
- Safely push a gurney or wheelchair.
- Stand or sit for an extended period of time.
- Demonstrate sufficient manual dexterity necessary to perform activities specific to this program.
- Possess sufficient critical thinking skills to think clearly and act professionally, safely, and accurately in stressful situations.
- Professionally interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

In addition to the above listed criteria, the following requirements are specific to the OTA Program, though examples may not be all-inclusive:

- Possess manual dexterity sufficient to fabricate and modify splints and adaptive equipment, perform range-of-motion exercises/activities, position another person, and perform components of sensory, motor, and Activities of Daily Living (ADL) evaluations.
- Possess the ability to lift 15 pounds independently and place objects of this weight at various levels including floor level and overhead.
- Possess the ability to work in clinical environments which involve exposure to persons with physical and mental disabilities, such as pain, grief, death, stress, communicable diseases, blood and body fluids, and toxic substances.

Admission

The Occupational Therapy Assistant Admissions Committee makes the final decision regarding an applicant's acceptance to the Occupational Therapy Assistant Program. A successful applicant for admission to the Occupational Therapy Assistant Program must meet the general

requirements for admission to Adventist University of Health Sciences (ADU) and will be evaluated, based on the following criteria:

1. Submit the Occupational Therapy Assistant Program Application once admitted to the University. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum high school unweighted GPA of 2.50 (on a 4.00 scale)¹ or achieve a minimum admission GPA of 2.50 in at least 12 credits of previous college work. GPAs presented to the admissions committee for each applicant will be a cumulative record of all college-level work.
3. Have a minimum ACT standard composite score of 19 or a combined² SAT score of 910. Applicants with 24 or more credits from a regionally accredited college are exempt from taking the ACT or SAT.
4. A student may repeat only two cognate courses one time each due to failure of the course (below a grade of "C") to remain eligible to enroll in the OTA program. This includes any courses taken at other institutions. Courses retaken with passing grades in each attempt will not be counted against the applicant. Failed courses that fall outside the Transfer of Credit time limits will be counted against the applicant; however, the applicant is eligible to explain the reason for the repeated courses in an appeal process.
5. Submit two recommendations on ADU *Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences (ADU) before being admitted to a program, one of the two recommendations must come from any ADU faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
6. Write an essay explaining his or her interest in becoming an occupational therapy assistant and the reason for selecting a faith-based institution. The essay must be proctored and hand-written. It must include correct spelling and grammar, be completed in two hours, and be one to two pages in length. For proctoring instructions, call the Center for Academic Achievement at 407-303-7747 x 110-6413. Topics for the essay will be related to the field of occupational therapy, the student's aptitude toward the field, and what it means to attend a faith-based college. Questions to answer will be chosen at random by the essay proctor. Essays will be reviewed, based on content, spelling, grammar, and organization.
7. Although volunteer or observation hours in an occupational therapy clinic are not mandatory prior to admission, prospective students are strongly encouraged to spend as much time as possible observing, volunteering, or working in multiple occupational therapy settings in order to gain knowledge of the profession. Applicants with this experience have shown enhanced performance in writing their essay.

Admission into all professional programs is competitive. Each program has a maximum number of students that can be admitted each year. Students meeting the admission requirements for a given program qualify to be considered for admission to that program. However, due to the competitive nature of each program's admission process, meeting

minimum admission requirements does not guarantee acceptance. Students may be given preferential consideration for admission to degree and certificate programs when they have successfully completed 12 college-level hours at ADU.

Each applicant accepted to an on-campus professional program is expected to pay a nonrefundable deposit of \$200 to reserve his or her place in the program. The applicant's acceptance letter will contain a deposit amount and deadline, indicating when the deposit must be received by the University. Once the student enrolls in the program, this deposit will be applied toward the student's account. Students who have paid the deposit, but decide not to enroll in the program, will forfeit the deposit. If that student is admitted to the same program at a later date, he or she will be required to pay the full deposit amount again. If an applicant is admitted to a program with prerequisites in progress and becomes ineligible for admission due to his or her grades, a full refund will be provided. A professional program deposit is not transferable to another department. Distance Education students are not required to pay a program deposit.

¹*Applicants who do not meet the high school GPA requirement must complete a minimum of 12 trimester hours of credit in required non-OTA courses, including English and math, and achieve a cumulative GPA of at least 2.50 (on a 4.00 scale).*

²*SAT combined score of Critical Reading and Math.*

Progression

Students may progress in the program when they:

1. Earn a minimum grade of "C" (2.00) in each OTA course.
2. Earn a minimum grade of "C" (2.00) in each of the following cognate courses: Anatomy & Physiology I and II, General Psychology, Developmental Psychology, English Composition I and II, Concepts of Pathophysiology, Medical Terminology, and Introduction to Microcomputer Basic Applications.
3. Successfully repeat courses in which a minimum grade of "C" (2.00) was not achieved. No more than two courses may be repeated, and only one of these may be an OTA course.
4. Present annual verification of tuberculosis screening. If test is positive, refer to the Communicable Disease Policy in the *Student Handbook* for additional information. Have updated immunizations including hepatitis B. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.

Any student who has less than a 2.00 GPA following the first year of the Occupational Therapy Assistant Program will be given one additional trimester to make improvements. After that time he or she will be subject to dismissal from the OTA Program.

Students who do not progress with their class cannot be assured of placement in their choice of subsequent classes. Readmission is, in part, subject to available space. Students will be readmitted under current program policies.

Readmission

Students are considered for readmission to the Occupational Therapy Assistant Program when they meet admission requirements and:

1. Submit a Reapplication Form to the Occupational Therapy Assistant Department Chair no later than May 1 for re-entry in the Fall trimester; October 1 for re-entry in the Spring trimester; and March 1 for re-entry in the Summer trimester.
2. Have a cumulative GPA of 2.50.
3. Present annual verification of tuberculosis screening. If test is positive, refer to the Communicable Disease Policy in the Student Handbook for additional information. Have updated immunizations, including hepatitis B, a current physical, and proof of health insurance. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.
4. Meet specified requirements as outlined by the Occupational Therapy Assistant Program regarding the individual student.
5. Repeat no more than two required courses. No more than one may be an OTA course.
6. Readmission is subject to available classroom and clinical space.

If a lapse of time greater than two years occurs in a student's program of study, prior OTA credits will not be accepted unless the student can validate OTA knowledge through written examination and clinical performance.

Completion

Adventist University of Health Sciences (ADU) will consider students for graduation and conferral of an Associate of Science degree in the Occupational Therapy Assistant Program when they have met the general College requirements for graduation and accomplish the following:

1. Complete the prescribed course of study for the OTA Program.
2. Achieve a minimum overall GPA of 2.00. (Students must achieve a minimum grade of "C" (2.00) in all cognate and OTA courses.)
3. Complete a minimum of 50 hours of credit in residence at ADU.

4. Complete the service-learning requirement. Please refer to your *Program Handbook* for more information.

Fieldwork Information

Level I and II Fieldwork: Students are exposed to a variety of clients across the human life span and to a variety of practice settings (minimum of six). These experiences are designed to promote clinical reasoning, demonstrate the values and beliefs that guide ethical practice, and develop professionalism and competence. Most fieldwork sites are located within a 60-mile radius of the ADU campus.

Level II Fieldwork: (OCTH 231 and OCTH 232) must be completed within 18 months following completion of academic preparation. Completion of degree requirements shall not exceed four years (see Time Limits in the Admission Information section).

Students who withdraw or drop a Level II Fieldwork course (OCTH 231 or OCTH 232) must reapply to the OTA program in order to be considered for readmission.

Reliable Transportation: Students are responsible for their own transportation to fieldwork and field trip sites.

Curriculum

Transfer credit must be taken within certain time limits (see the Transfer of Credit policy in the *Academic Bulletin* for specific time limit policies).

Students must complete the following requirements to be considered for graduation:

OTA Cognate Requirements

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- BIOL 125 - Concepts of Pathophysiology (3)
- PSYC 124 - General Psychology (3)
- PSYC 128 - Developmental Psychology (3)
- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- ENGL 144 - Medical Terminology (2)
- CPTR 103 - Introduction to Microcomputer Basic Applications (2) ¹

Total OTA Cognate Requirements: 27

¹ Students who can validate competency with word processing and use of the Internet by achieving a passing score on a challenge exam may be exempt from this course.

OTA General Education Requirements

- RELP 142 - Issues in Grieving and Loss (2)
- RELE 205 - Introduction to Christian Ethics (2)
- HPER ____ - Fitness (1)

- MATH 103 - Survey of Mathematics (3) OR
- MATH 105 - Intermediate Algebra (3) OR
- MATH 120 - College Algebra (3)

- RELP 102 - Philosophy of Healthcare (2)

Total OTA General Education Requirements: 10

OTA Major Requirements

- OCTH 111 - Introduction to Occupational Therapy (3)
- OCTH 112 - Applied Anatomy and Kinesiology (3)
- OCTH 121 - Psychosocial Issues in Occupational Therapy (4)
- OCTH 122 - Psychosocial Occupational Therapy Practicum (1)
- OCTH 131 - Therapeutic Media and Technology (2)
- OCTH 211 - Occupational Therapy in Geriatrics (4)
- OCTH 212 - Geriatric Occupational Therapy Practice (1)
- OCTH 213 - Occupational Therapy in Physical Dysfunction (4)
- OCTH 214 - Physical Dysfunction Occupational Therapy Practicum (1)
- OCTH 221 - Occupational Therapy in Pediatrics (4)
- OCTH 222 - Pediatric Occupational Therapy Practicum (1)
- OCTH 223 - Professional Issues in Occupational Therapy (3)
- OCTH 231 - Supervised Clinical Practice I (4)
- OCTH 232 - Supervised Clinical Practice II (4)
- OCTH 233 - Seminar for Clinical Practice (1)

Total OTA Major Requirements: 40

Suggested Program

Students who successfully follow the sequence below and complete community service/service-learning requirements will have met all requirements for graduation from the OTA Program. Individual programs of study may vary. Students should contact the OTA Program for advisement and assistance in planning a program of study.

First Year - Fall

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- ENGL 101 - English Composition I (3)
- RELP 102 - Philosophy of Healthcare (2)
- OCTH 111 - Introduction to Occupational Therapy (3)
- CPTR 103 - Introduction to Microcomputer Basic Applications (2) ¹

Trimester Total: 14

¹ Students who can validate competency with word processing and use of the Internet by achieving a passing score on a challenge exam may be exempt from this course.

First Year - Spring

- PSYC 124 - General Psychology (3)
- OCTH 112 - Applied Anatomy and Kinesiology (3)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- ENGL 102 - English Composition II (3)
- ENGL 144 - Medical Terminology (2)

Trimester Total: 15

First Year - Summer

- OCTH 121 - Psychosocial Issues in Occupational Therapy (4)
- OCTH 122 - Psychosocial Occupational Therapy Practicum (1)

- OCHT 131 - Therapeutic Media and Technology (2)
- BIOL 125 - Concepts of Pathophysiology (3)
- PSYC 128 - Developmental Psychology (3)

Trimester Total: 13

Second Year - Fall

- OCHT 211 - Occupational Therapy in Geriatrics (4)
- OCHT 212 - Geriatric Occupational Therapy Practice (1)
- OCHT 213 - Occupational Therapy in Physical Dysfunction (4)
- OCHT 214 - Physical Dysfunction Occupational Therapy Practicum (1)
- RELP 142 - Issues in Grieving and Loss (2)

Trimester Total: 12

Second Year - Spring

- OCHT 221 - Occupational Therapy in Pediatrics (4)
- OCHT 222 - Pediatric Occupational Therapy Practicum (1)
- OCHT 223 - Professional Issues in Occupational Therapy (3)
- HPER 123 - Fitness (1)
- RELE 205 - Introduction to Christian Ethics (2)

- MATH 103 - Survey of Mathematics (3) OR
- MATH 105 - Intermediate Algebra (3) OR
- MATH 120 - College Algebra (3)

Trimester Total: 14

Second Year - Summer

- OCHT 231 - Supervised Clinical Practice I (4) ¹
- OCHT 232 - Supervised Clinical Practice II (4) ¹

- OETH 233 - Seminar for Clinical Practice (1)

Trimester Total: 9

¹ This Level II Fieldwork must be completed within 18 months following completion of academic preparation.

OTA Courses

Many OTA courses include lecture and lab components. Total clock hours of lecture time are based on 55 minutes of classroom instruction per credit hour per 14 weeks (one trimester). Total clock hours of lab time are based on two to three hours of lab instruction per credit hour per 14 weeks. Practicum courses are based on four to five hours of clinical instruction/experience per credit hour per 14 weeks. Supervised Clinical Practice courses are based on 80 hours of clinical instruction/experience per credit hour per eight weeks. Lecture/lab courses and the corresponding practicum courses must both be satisfactorily completed in order to progress in the Occupational Therapy Assistant Program.

Department of Radiologic Sciences

Department of Radiologic Sciences

Radiologic Sciences

Department Chair/Program Director: Genese Gibson

A.S. Program Coordinator: Deena Slockett

A.S. Clinical Coordinator: Jerry Donohoe

Faculty: Leanna Neubrandner, Lorrie Teeter, Leslie Whalley

Adjunct Faculty: Tatsiana Astapovich, John Bryant, Heather Buchanan, Juan Chavarro-Villa, Jolene Dennison, Robert DeVol, Whitney Fau, Sherri Focarino, Rebecca Hayes, Lois Krepcho, Jennifer Lowther, Chuck Mitchell, Lori Robage, Leticia Rojas, Brandon Stephens, Alisha Wehtje, Robin Wirt.

Mission Statement

Consistent with the mission of the University, the Radiography Program at Adventist University of Health Sciences (ADU) provides a Christian educational environment that prepares students to become skilled imaging professionals who possess technical expertise and personal characteristics for successful employment.

Licensure and Accreditation

Graduates will be eligible to apply for the National Certification Examination administered by the American Registry of Radiologic Technologists (ARRT), and subsequently may be licensed by various state licensing agencies. The Radiography Program is accredited in accordance with the standards set forth by the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 North Wacker Drive, Suite 2850, Chicago, Illinois 60606-3182, Phone: (312) 704-5300; e-mail: mail@jrcert.org.

Nuclear Medicine Technology, B.S.

Nuclear Medicine Technology

Program Director: Joseph Hawkins

Faculty: Elizabeth Duncan

Adjunct Faculty: Hakan Beden, Art Bowman, Audrey Davis, Blake Fenimore, Michelle Gibson, Madeline Howard, Russell Jack, Heather Kawala, Ryan Kazmierczak, Liz Kimbley, Mary Reynolds, Teresa Ryan, Gayle Sibat, Shaheen Somji, Misty Sons, Melissa Souders, Rebecca Tempes, Gene Will, Terry Yeager.

Mission Statement

Consistent with the mission of the University, the Nuclear Medicine Technology Program at Adventist University of Health Sciences (ADU) provides an environment where students pursue technical expertise in the field of nuclear medicine while respecting their own spiritual, intellectual, social, and physical development.

Licensure and Accreditation

Program graduates will be eligible to apply for an examination administered either by the Nuclear Medicine Technology Certification Board (NMTCB) or the American Registry of Radiologic Technology (ARRT), and subsequently may be licensed by various state agencies.

The Nuclear Medicine Technology Program is accredited in accordance with the standards as set forth by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT), 2000 W. Danforth Road, Suite 130, #203, Edmond, Oklahoma 73003; (405) 285-0546; e-mail: jrcnmt@coxinet.net.

Program Description

The nuclear medicine technologist is a trained professional using radioactive pharmaceuticals in diagnostic, therapeutic, and investigative applications in the field of medicine. A nuclear medicine technologist employs small quantities of radioactive materials to help visualize and define tumors and malfunctioning organs and observe the physiology of cardiac, bone, liver, and

other organ functions. Highly specialized imaging equipment and computers are subsequently used to generate body system images.

Policies

The *Nuclear Medicine Technology Student Handbook Supplement* contains the policies of the program. By accepting enrollment as a Nuclear Medicine Technology student, each applicant agrees to abide by the regulations as outlined.

All students must present:

- Proof of health insurance before entering the clinical environment, and must maintain this insurance for the duration of the program.
- Yearly verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the *Student Handbook* for more information.
- Updated immunization records including hepatitis B, MMR and Tetanus-Diphtheria.
- Verification of varicella vaccination or show immunity (titer).
- Evidence of physical examination within three months prior to beginning the professional program.
- Verification of current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.
- Evidence of a successfully completed FIT test prior to the professional program deadline.

A background check is required for admission into the Nuclear Medicine

Technology Program. The Nuclear Medicine Technology Certification Board, the American Registry of Radiologic Technologists, and various state licensing agencies require disclosure of all misdemeanor and felony convictions. The results of this background check may impact eligibility for certification and licensure and should be completed in advance of beginning an educational program.

A professional program fee will be charged to cover the additional costs of the nuclear medicine technology program (see the Fee Schedule in the Financial Information section of the *Academic Bulletin*).

Mental and Physical Requirements for Applicants

Applicants seeking admission to the Nuclear Medicine Technology Program must be able, with or without reasonable accommodation, to:

- Visually observe and assess a patient, discriminate color and depth, read and accurately complete reports, and visualize diagnostic/monitoring equipment in dimmed light.

- Auditorily monitor and assess patient health needs, monitor various equipment and background sounds, and communicate by telephone.
- Verbally communicate in a clear and concise manner.
- Communicate sufficiently to interact with others in appropriate professional, verbal, and written form.
- Read and interpret relevant medical data from patients' charts, reports, and orders.
- Safely lift and transfer patients to accomplish bed/chair/stretchers transfer with assistance or assistive devices.
- Safely push a gurney or wheelchair.
- Stand or sit for an extended period of time.
- Demonstrate sufficient manual dexterity necessary to perform activities specific to this professional program.
- Possess critical thinking skills sufficient to think clearly and act professionally, safely, and accurately in stressful situations.
- Professionally interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

In addition to the criteria listed above, the following requirements are specific to the Nuclear Medicine Technology Program including, but not limited to:

- Push and operate portable imaging equipment.
- Reach and operate equipment up to a height of six feet above the floor.

Admission

A successful applicant for admission to the Nuclear Medicine Technology Program must meet the general requirements for admission to Adventist University of Health Sciences (ADU) (see General College Admission in the Admission Information section) and:

1. Submit the *Nuclear Medicine Technology Program Application* once admitted to the University. The application can be accessed at <http://www.adu.edu>.
2. Have a minimum college GPA of 2.70 on all prerequisite courses and a minimum cumulative college GPA of 2.70. GPAs presented to the admissions committee for each applicant will be a cumulative record of all college-level work.
3. Complete prerequisite courses by the program start date. Prerequisite courses are Anatomy & Physiology I, Anatomy & Physiology II, College Algebra, English Composition I, English Composition II, and Applied or Elementary Statistics. Applicants that have completed a minimum of 12 college-level credits at ADU and have completed the prerequisite courses by the admission deadline will be given preference for program admission.

4. Have a minimum ACT composite score of 19 with an individual score of 19 in math. Applicants with 24 or more credits from a regionally-accredited college are exempt from taking the ACT.
5. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences (ADU) before being admitted to a program, one of the two recommendations must come from any ADU faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
6. Each applicant is required to write an essay as part of the admission process. The essay should address each of the following: the applicant's reasons for wanting to enter the Nuclear Medicine Technology program; the applicant's reasons for wanting to pursue this course of study at ADU, a faith-based institution, and future goals; the applicant's characteristics and abilities that qualify him or her for this profession; the applicant's motivation for choosing a career in Nuclear Medicine Technology; and the applicant's perception of how nuclear medicine technologists contribute to healthcare and how an educational experience at ADU will enable the applicant to make future contributions. Essays should be typed using Times New Roman, 12-point black font, be one to two pages in length, double spaced with one-inch margins. Essays are reviewed for clarity, correct spelling, grammar, and content.
7. Although a job shadow in Nuclear Medicine Technology is not mandatory prior to admission, prospective students are strongly encouraged to contact the Department of Radiologic Sciences to complete a job shadow with one of the faculty members in order to gain knowledge of the profession.

Admission into all professional programs is competitive. Each program has a maximum number of students that can be admitted each year. Students meeting the admission requirements for a given program qualify to be considered for admission to that program. However, due to the competitive nature of each program's admission process, meeting minimum admission requirements does not guarantee acceptance. Students may be given preferential consideration for admission to degree and certificate programs when they have successfully completed 12 college-level hours at ADU.

Each applicant accepted to an on-campus professional program is expected to pay a nonrefundable deposit of \$200 to reserve his or her place in the program. The applicant's acceptance letter will contain a deposit amount and deadline indicating when the deposit must be received by ADU. Once the student enrolls in the program, this deposit will be applied toward the student's account. Students who have paid the deposit, but decide not to enroll in the program, will forfeit the deposit. If that student is admitted to the same program at a later date, he or she will be required to pay the full deposit amount again. If an applicant is admitted to a program with prerequisites in progress and becomes ineligible for admission due to his or her grades, a full refund will be provided. A professional program deposit is not transferable to another department. Distance Education students are not required to pay a program deposit.

Progression

Students may progress in the Program provided they:

1. Have received a minimum grade of "C" (2.00) in each Nuclear Medicine Technology course.
2. Have received a minimum grade of "C" (2.00) in each of the following cognate courses: Anatomy and Physiology I, Anatomy and Physiology II, General Chemistry I, General Chemistry II, College Algebra, Elementary or Applied Statistics, Physics I, and Physics II.
3. Successfully repeat courses in which the minimum grade is not achieved. No more than two courses may be repeated, and only one of these may be a Nuclear Medicine Technology course.
4. Present annual verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the *Student Handbook* for more information. Have updated immunizations including hepatitis B, and have proof of health insurance. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.

Students who do not complete a trimester or progress with their class cannot be assured of placement in the following class. Readmission is subject to available space. Students will be readmitted under current program policies.

Readmission

Students are considered for readmission to the Nuclear Medicine Technology Program when they meet admission requirements and:

1. Submit a *Readmission Application* to the Nuclear Medicine Technology program director eight weeks prior to the trimester in which seeking admission.
2. Have a minimum cumulative GPA of 2.00.
3. Meet the department policies regarding health records, professional cardiopulmonary resuscitation (CPR), from the American Heart Association (infant, child, and adult CPR), FIT testing, and a current background check.
4. Undergo a faculty review of prior academic and clinical performance; including reason(s) for withdrawal or dismissal; along with evidence of the applicant's efforts to strengthen areas of weakness.
5. Meet the time limits for program completion as outlined in the Academic Bulletin.

If a lapse of time greater than two years occurs in a student's program of study, prior nuclear medicine credits will not be accepted.

Students who have been permanently dismissed are not eligible for readmission.

Readmission is limited to a single occurrence. Students may not be readmitted more than once into the Nuclear Medicine Technology Program.

Readmission is not automatic and is contingent on available space. Students readmitted will be held to the current program policies.

Completion

Adventist University of Health Sciences (ADU) will consider students for graduation and conferral of a Bachelor of Science degree in Nuclear Medicine Technology when they have met the general University requirements for graduation (see Graduation in the *Bulletin*) and accomplish the following:

1. Complete a minimum of 124 trimester hours of credit.
2. Complete the prescribed course of study (see Curriculum below).
3. Achieve a minimum grade of "C" (2.00) in all Nuclear Medicine Technology and cognate courses.
4. Achieve a minimum grade of "C" (2.00) in all University courses.
5. Complete a minimum of 86 hours of credit in residence at ADU before graduation.
6. Demonstrate computer skills by successful completion of the computer challenge exam or a computer course.
7. Complete the service-learning requirement. Please refer to your *Program Handbook* for more information.

Curriculum

Students must complete the following courses and requirements before they can be recommended for graduation:

Prerequisite Requirements

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- MATH 120 - College Algebra (3)

- STAT 205 - Introduction to Applied Statistics (3) OR

- STAT 215 - Elementary Statistics (3)

Total Prerequisite Requirements: 20

General Education Requirements

- RELP 103 - Philosophy of Healthcare (3)
- PSYC 124 - General Psychology (3)
- REL __ Religion courses (4)
- REL __ (upper-division) Upper-division religion courses (6)
- RELE 205 - Introduction to Christian Ethics (2)
- HPER 125 - Health and Wellbeing (2)
- Upper-Division - Elective Upper-division elective course (3)

Total General Education Requirements: 23

Nuclear Medicine Technology Cognate Requirements

- PHYS 151 - General Physics I (3)
- PHYS 151L - General Physics I Lab (1)
- PHYS 152 - General Physics II (3)
- PHYS 152L - General Physics II Lab (1)
- CHEM 151 - General Chemistry I (3)
- CHEM 151L - General Chemistry I Lab (1)
- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- ENGL 144 - Medical Terminology (2)
- BIOL 125 - Concepts of Pathophysiology (3)
- HTSC 360 - U.S. Healthcare System (3)

Total Nuclear Medicine Technology Cognate Requirements: 27

Nuclear Medicine Technology Requirements

- RTCA 113 - Patient Care for the Health Sciences (2)
- RTNM 301 - Foundations of Nuclear Medicine Technology (4)
- RTNM 302 - Introduction to Clinical Nuclear Medicine (3)
- RTNM 310 - Nuclear Medicine Procedures I (3)
- RTNM 320 - Nuclear Medicine Instrumentation with Lab (4)
- RTNM 330 - Radiobiology and Radiation Protection (3)
- RTNM 350 - Clinical Nuclear Medicine I (4)
- RTNM 360 - Journal Review and Research I (1)
- RTNM 311 - Nuclear Medicine Procedures II (3)
- RTNM 325 - Radiopharmacy and Pharmacology (3)
- RTNM 351 - Clinical Nuclear Medicine II (4)
- RTNM 361 - Journal Review and Research II (1)
- RTNM 412 - Nuclear Medicine Procedures III (3)
- RTNM 452 - Clinical Nuclear Medicine III (4)
- RTNM 462 - Journal Review and Research III (1)
- RTNM 442 - X-Ray Production (1)
- RTNM 483 - Seminars in Nuclear Medicine Technology (3)
- RTNM 473 - Advanced Imaging (3)
- RTNM 453 - Clinical Nuclear Medicine IV (4)

Total Nuclear Medicine Technology Requirements: 54

Suggested Program

Students who successfully complete the sequence of courses listed below will satisfy the curricular requirements.

First Year

Fall

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- MATH 120 - College Algebra (3)
- ENGL 101 - English Composition I (3)
- RELP 103 - Philosophy of Healthcare (3)

Trimester Total: 13

Spring

- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- STAT 205 - Introduction to Applied Statistics (3) OR
- STAT 215 - Elementary Statistics (3)
- ENGL 102 - English Composition II (3)
- PSYC 124 - General Psychology (3)
- REL ___ Religion (2)

Trimester Total: 15

Second Year

Fall

- PHYS 151 - General Physics I (3)
- PHYS 151L - General Physics I Lab (1)
- CHEM 151 - General Chemistry I (3)
- CHEM 151L - General Chemistry I Lab (1)
- HPER 125 - Health and Wellbeing (2)
- REL ___ - Religion (2)

Trimester Total: 12

Spring

- PHYS 152 - General Physics II (3)
- PHYS 152L - General Physics II Lab (1)
- CHEM 152 - General Chemistry II (3)
- CHEM 152L - General Chemistry II Lab (1)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- RELE 205 - Introduction to Christian Ethics (2)

Trimester Total: 13

Third Year

Fall

- RTNM 301 - Foundations of Nuclear Medicine Technology (4)
- RTNM 302 - Introduction to Clinical Nuclear Medicine (3)
- ENGL 144 - Medical Terminology (2)
- RTCA 113 - Patient Care for the Health Sciences (2)
- BIOL 125 - Concepts of Pathophysiology (3)

Trimester Total: 14

Spring

- RTNM 310 - Nuclear Medicine Procedures I (3)
- RTNM 320 - Nuclear Medicine Instrumentation with Lab (4)
- RTNM 330 - Radiobiology and Radiation Protection (3)
- RTNM 350 - Clinical Nuclear Medicine I (4)
- RTNM 360 - Journal Review and Research I (1)

Trimester Total: 15

Fourth Year

Summer

- RTNM 311 - Nuclear Medicine Procedures II (3)
- RTNM 325 - Radiopharmacy and Pharmacology (3)
- RTNM 351 - Clinical Nuclear Medicine II (4)
- RTNM 361 - Journal Review and Research II (1)
- REL ___ - Religion (upper-division) (3)

Trimester Total: 14

Fall

- REL ___ - Religion (upper-division) (3)
- RTNM 412 - Nuclear Medicine Procedures III (3)
- RTNM 452 - Clinical Nuclear Medicine III (4)
- RTNM 462 - Journal Review and Research III (1)
- RTNM 442 - X-Ray Production (1)
- Upper-level Elective - Elective (upper-division) (3)

Trimester Total: 15

Spring

- RTNM 483 - Seminars in Nuclear Medicine Technology (3)
- RTNM 473 - Advanced Imaging (3)
- RTNM 453 - Clinical Nuclear Medicine IV (4)
- HTSC 360 - U.S. Healthcare System (3)

Trimester Total: 13

Radiography, A.S.

Program Description

This program educates radiographers in the imaging of body structures and organs. These procedures utilize some of the most sophisticated technology in modern medical practice.

Policies

The *Radiography Program Student Supplement* contains the policies of the program. By enrolling as a radiography student, each applicant agrees to abide by the regulations as outlined.

All students must present:

1. Proof of health insurance before entering the clinical environment, and must maintain this insurance for the duration of the program.
2. Yearly verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the *Student Handbook* for additional information.
3. Updated immunization records including hepatitis B, MMR and Tetanus-Diphtheria.
4. Verification of varicella vaccination or show immunity (titer).
5. Evidence of physical examination within three months prior to beginning a professional program.
6. Verification of current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR (certifications completed through on-line offerings are **NOT** acceptable).

7. Evidence of a successfully completed FIT test prior to the professional program deadline.

A background check is required for admission into the Radiography Program. The American Registry of Radiologic Technologists (ARRT) and various state licensing agencies require disclosure of all misdemeanor and felony convictions. The results of the background check may impact eligibility for certification and licensure and should be determined in advance of beginning an educational program. For further information, see the *Radiography Program Student Supplement*.

A professional program fee will be charged to cover the additional costs of the Radiography Program (see the Fee Schedule in the Financial Information section).

Mental and Physical Requirements for Applicants

Applicants seeking admission to the Associate of Science degree program must be able, with or without reasonable accommodation, to:

- Visually observe and assess a patient, discriminate color and depth, read and accurately complete reports, and visualize diagnostic/monitoring equipment in dimmed light.
- Auditorily monitor and assess patient health needs, monitor various equipment and background sounds, and communicate by telephone.
- Verbally communicate in a clear and concise manner.
- Communicate with others in appropriate professional verbal and written form.
- Read and interpret relevant medical data from patients' charts, reports, and orders.
- Safely lift and transfer patients to accomplish bed/chair/stretchers transfer with assistance or assistive devices.
- Safely push a gurney or wheelchair.
- Stand or sit for an extended period of time.
- Demonstrate sufficient manual dexterity necessary to perform activities specific to each professional program.
- Demonstrate critical thinking skills sufficient to think clearly and act professionally, safely, and accurately in stressful situations.
- Professionally interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

In addition to the above listed criteria, the following requirements are specific to the Radiography Program including, but not limited to:

- Push and operate portable imaging equipment.
- Reach and operate equipment up to a height of six feet above the floor.

Admission

A successful applicant for admission to the Radiography Program must meet the Adventist University of Health Sciences (ADU) general admission requirements and:

1. Submit the *Radiography Program Application*, once admitted to the University. The application can be accessed at <http://my.adu.edu>.
2. Have a minimum cumulative high school unweighted GPA of 2.50 or have taken 12 or more college credits with a minimum GPA of 2.50 from a regionally accredited institution. GPAs presented to the admissions committee for each applicant will be a cumulative record of all college-level work. Applicants that have completed a minimum of 12 college-level credits at ADU and have completed the prerequisite courses by the application deadline will be given preference for program admission. **Applicants should be advised that the prerequisite courses, College Algebra and Introduction to Microcomputers, must be completed by the program start date.**
3. Have a minimum ACT composite score of 19. Applicants with 24 or more credits from a regionally-accredited college are exempt from taking the ACT.
4. Successfully complete College Algebra and Introduction to Microcomputers with a minimum grade of "C" (2.00).
5. Submit two recommendations on *ADU Recommendation Forms*. If an applicant to an undergraduate program has completed at least one trimester at Adventist University of Health Sciences (ADU) before being admitted to a program, one of the two recommendations must come from any ADU faculty member, adjunct professor, tutoring coordinator, chaplain, or academic coach/advisor. Special recommendation forms for this requirement are available in the Office of Enrollment Services.
6. Each applicant is required to write an essay as part of the admission process. The essay should address each of the following: the applicant's reasons for wanting to enter the Radiography program; the applicant's reasons for wanting to pursue this course of study at ADU, a faith-based institution, and future goals; the applicant's characteristics and abilities that qualify him or her for this profession; the applicant's motivation for choosing a career in Radiography; and the applicant's perception of how radiologic technologists contribute to healthcare and how an educational experience at ADU will enable the applicant to make future contributions. Essays should be typed using Times New Roman, 12-point black font, one to two pages in length, double spaced with one inch margins. Essays are reviewed for clarity, correct spelling, grammar, and content.

Admission into all professional programs is competitive. Each program has a maximum number of students that can be admitted each year. Students meeting the admission requirements for a given program qualify to be considered for admission to that program. However, due to the competitive nature of each program's admission process, meeting minimum admission requirements does not guarantee acceptance. Students may be given preferential consideration for admission to degree and certificate programs when they have successfully completed 12 college-level hours at ADU.

Each applicant accepted to an on-campus professional program is expected to pay a nonrefundable deposit of \$200 to reserve his or her place in the program. The applicant's acceptance letter will contain a deposit amount and deadline indicating when the deposit must

be received by the University. Once the student enrolls in the program, this deposit will be applied toward the student's account. Students who have paid the deposit, but decide not to enroll in the program, will forfeit the deposit. If that student is admitted to the same program at a later date, he or she will be required to pay the full deposit amount again. If an applicant is admitted to a program with prerequisites in progress and becomes ineligible for admission due to his or her grades, a full refund will be provided. A professional program deposit is not transferable to another department. Distance Education students are not required to pay a program deposit.

Progression

Students may progress in the Program when they:

1. Earn a minimum grade of "C" (2.00) in each radiography course.
2. Earn a minimum grade of "C" (2.00) in each of the following cognate courses: Anatomy & Physiology I & II, Sectional Anatomy, Medical Terminology, and Survey of Physics. Successfully repeat courses in which the minimum grade of "C" (2.00) was not achieved.¹ No more than two courses may be repeated, only one of which may be a radiography course. Courses may be repeated in the following combinations: one radiography course and one cognate course, or two cognate courses.²
3. Present annual verification of tuberculosis screening and updated immunizations including hepatitis B. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.

¹Students earning a "C-" (1.70.) or below in a radiography course will be removed from the program.

Reapplication to the program does not guarantee readmission.

²Students who subsequently fail the same or any other radiography or cognate course will be dismissed from the program.

Readmission

Students are considered for readmission to the Radiography Program when they meet admission requirements and:

1. Submit a *Readmission Application* to the Radiography Program director eight weeks prior to the trimester in which seeking admission.
2. Have a minimum cumulative GPA of 2.00.

3. Meet the program policies regarding health records, professional cardiopulmonary resuscitation (CPR) from the American Heart Association, FIT testing, and a current background check.
4. Undergo a faculty review of prior academic and clinical performance; including reason(s) for withdrawal or dismissal; along with evidence of the applicant's efforts to strengthen areas of weakness.
5. Meet the time limits for program completion as outlined in the Academic Bulletin.

If a lapse of time greater than two years occurs in a student's program of study, prior radiography credits will not be accepted.

Students who have been permanently dismissed are not eligible for readmission.

Readmission is limited to a single occurrence. Students may not be readmitted more than once into the Radiography Program.

Readmission is not automatic and is contingent on available space. Students readmitted will be held to the current program policies.

Completion

Adventist University of Health Sciences (ADU) will consider students for graduation and conferral of an Associate of Science degree in Radiography when they meet the general University requirements for graduation and accomplish the following:

1. Complete a minimum of 73 trimester hours of credit.
2. Complete the prescribed course of study (see "Curriculum" below) for the degree, with a minimum cumulative GPA of 2.00.
3. Achieve a minimum grade of "C" (2.00) in each radiography and cognate course.
4. Complete a minimum of 50 hours of credit in residence at ADU before graduation.
5. Complete the service-learning requirement. Please refer to your *Program Handbook* for more information.

Completion of degree requirements shall not exceed four years (see Time Limits in the Academic Information section).

Curriculum

Students must complete the following courses and requirements before they can be considered for graduation:

Radiography Prerequisite Requirement

- MATH 120 - College Algebra (3)
- CPTR 105 - Introduction to Microcomputers (3)

Total Prerequisite Requirements: 6

General Education Requirements

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- PSYC 124 - General Psychology (3)
- RELP 103 - Philosophy of Healthcare (3)
- REL ____ - Religion (3)
- HPER 125 - Health and Wellbeing (2)

Total General Education Requirements: 17

Radiography Cognate Requirements

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- BIOL 144 - Sectional Anatomy (3)
- BIOL 144L - Sectional Anatomy Lab (0)
- ENGL 144 - Medical Terminology (2)
- PHYS 121 - Survey of Physics (4)

Total Radiography Cognate Requirements: 17

Radiography Requirements

- RTCA 111 - Introduction to Radiography (3)
- RTCA 121 - Radiographic Procedures I (3)
- RTCA 141 - Radiographic Procedures II (3)
- RTCA 231 - Radiographic Procedures III (2) / Lab
- RTCA 113 - Patient Care for the Health Sciences (2)
- RTCA 112 - Clinical Education I (2)
- RTCA 122 - Clinical Education II (2)
- RTCA 202 - Clinical Education III (2)
- RTCA 212 - Clinical Education IV (3)
- RTCA 222 - Clinical Education V (3)
- RTCA 253 - Radiographic Exposure and Quality Control (3)
- RTCA 241 - Radiobiology (1)
- RTCA 214 - Principles of Image Production I (3)
- RTCA 244 - Principles of Image Production II (2)
- RTCA 251 - Radiographic Pathology (2)
- RTCA 255 - Radiography Review (3)

Total Radiography Requirements: 39

Suggested Program

A student who successfully follows the sequence below will complete the curricular requirements:

First Year

Summer

- RTCA 111 - Introduction to Radiography (3)

- RTCA 113 - Patient Care for the Health Sciences (2)
- ENGL 144 - Medical Terminology (2)
- RELP 103 - Philosophy of Healthcare (3)
- ENGL 101 - English Composition I (3)

Trimester Total: 13

Fall

- ENGL 102 - English Composition II (3)
- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- RTCA 112 - Clinical Education I (2)
- RTCA 121 - Radiographic Procedures I (3)

Trimester Total: 12

Spring

- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- RTCA 122 - Clinical Education II (2)
- RTCA 141 - Radiographic Procedures II (3)
- PHYS 121 - Survey of Physics (4)

Trimester Total: 13

Second Year

Summer

- BIOL 144 - Sectional Anatomy (3)
- RTCA 231 - Radiographic Procedures III (2)

- HPER 125 - Health and Wellbeing (2)
- RTCA 214 - Principles of Image Production I (3)
- RTCA 202 - Clinical Education III (2)

Trimester Total: 12

Fall

- RTCA 244 - Principles of Image Production II (2)
- RTCA 212 - Clinical Education IV (3)
- REL ____ - Religion (3)
- RTCA 241 - Radiobiology (1)
- RTCA 253 - Radiographic Exposure and Quality Control (3)

Trimester Total: 12

Spring

- RTCA 222 - Clinical Education V (3)
- RTCA 251 - Radiographic Pathology (2)
- PSYC 124 - General Psychology (3)
- RTCA 255 - Radiography Review (3)

Trimester Total: 11

Radiologic Sciences, B.S.

Mission Statement

Consistent with the mission of the University, the Bachelor of Science in Radiologic Sciences Program at Adventist University of Health Sciences (ADU) provides lifelong learning through a variety of multimedia resources. The goal of the program is to ensure the highest quality educational content delivered in a dynamic distance-learning environment.

Program Description

The Bachelor of Science in Radiologic Sciences degree provides quality instruction and academic guidance through a multidimensional distance-learning environment, allowing students to further their education while maintaining their current professional careers. This is a Bachelor's completion program for students who possess an Associate degree in Radiography, Radiologic Technology, or Radiologic Sciences from a regionally accredited institution or a JRCERT accredited program. Additionally, students must maintain registry by the American Registry of Radiologic Technologists (ARRT).

The Program will include a total of 60 trimester credit hours: 33 credits of Radiologic Sciences courses and 27 credits of general education courses. Students must have a minimum of 124 credit hours to be eligible for graduation.

Adventist University of Health Sciences (ADU) has chosen to partner with Embanet-Compass in the delivery of a distance education Bachelor of Science degree in Radiologic Sciences. Students complete assignments at their home or office and participate in a virtual community of learners and mentors via online communication channels. The course instructor and facilitator monitor student progress.

Licensure and Accreditation

Adventist University of Health Sciences (ADU) is regionally accredited by the Commission on Colleges of the Southern Association of Colleges and Schools, as well as the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities (see Accrediting Bodies in the General Information section of the *Academic Bulletin*).

Policies

The policies and procedures for the Bachelor of Science in Radiologic Sciences are contained in the Student Manual. By accepting admission as a student in the program, each applicant agrees to abide by the policies as outlined in the *BSRS Program Manual*.

Admission Requirements for Students Without an Accredited Associate Degree

Bridge status is granted to those applicants who are currently registered by the American Registry of Radiologic Technologists (ARRT), have graduated from a certificate program or have graduated from a JRCERT-approved Radiologic Technologist program, but who do not have an Associate of Science degree from a regionally accredited institution.

Students admitted to the Bridge Program are granted 37 college credits by validation for having successfully passed the ARRT registry exam.

There are two phases to the Bridge Program. Phase I involves the successful completion of 27 hours of lower-division credit as outlined below. Students accepted to the Bridge Program are granted Bridge admission status, and must complete all of the Phase I requirements before starting Phase II. It is recognized that Bridge students may transfer some credit from regionally accredited institutions or have successfully challenged courses through a CLEP exam. Combined with the 37 hours of credit by validation, the Bridge student will have a total of 64 lower-division credits at the completion of Phase I.

Curriculum Requirements for Phase I

The following courses must be completed with a minimum grade of "C".

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- BIOL 102 - Anatomy and Physiology II (3)
- BIOL 102L - Anatomy and Physiology II Lab (1)
- MATH 120 - College Algebra (3)
- PSYC 124 - General Psychology (3)
- CPTR 105 - Introduction to Microcomputers (3) ¹
- PHYS 121 - Survey of Physics (4) ²

Total: 27

¹ Online students will receive credit by validation if they complete the radiography program online.

² Successful completion of a Radiography Physics course and board certification is sufficient to meet the Radiologic Sciences requirement for Survey of Physics.

Phase I Progression

Progression in the Bridge Program is achieved with the successful completion of the above 27 credit hours with a minimum cumulative GPA of 2.50.

Completed coursework	27
Credit by validation	37
Total hours in Bridge Program	64

Phase II involves the completion of the 60 credit hours of cognate and Radiologic Sciences coursework listed under the Curriculum section.

Admission Requirements for Students with an Associate Degree From an Accredited Institution

The Bachelor of Science Degree in Radiologic Sciences Program Admissions Committee makes the final decision regarding an applicant's acceptance into the Bachelor's degree Program. Applicants are considered for admission when they meet the following qualifications:

1. Submit an application online and nonrefundable \$20 application fee. Paperwork received without an application on file will not be processed. Admission files will not be considered complete until the application fee is paid.
2. Submit official transcripts from all colleges previously attended. Admission GPAs will be calculated, based on credits and grades from regionally accredited institutions only. Failure to disclose all colleges previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by World Education Services. This is the only company from which we will accept transcript evaluations.
3. Possess an Associate degree in Radiography, Radiologic Technology, Radiologic Sciences, or Nuclear Medicine Technology from a regionally accredited institution and a JRCERT accredited program.
4. Achieve a minimum cumulative GPA of 2.50 on a 4.00 scale.

5. Current registration by the American Registry of Radiologic Technologists (ARRT) or the Nuclear Medicine Technology Certification Board (NMTCB).
6. Submit official transcripts for all College Level Examination Program (CLEP), Advanced Placement (AP), International Baccalaureate (IB), and/or Dantes (DSST) coursework only if the applicant would like them to be considered for transfer of credit.
7. Submit two recommendations on *ADU Recommendation Forms*.

Associate Degree Graduates

Graduates of regionally accredited Associate degree programs will be considered to have met the Associate degree general education and cognate requirements. If ENGL 101 and ENGL 102 (or equivalent) were not included in the Associate degree, they must be completed as part of the Baccalaureate degree program.

Progression

Students may progress in the Baccalaureate degree program when they:

1. Have a current ARRT license.
2. Earn a minimum grade of "C" (2.00) in each Baccalaureate degree program course and maintain a minimum Baccalaureate degree program GPA of 2.50.
3. Earn a minimum grade of "C" (2.00) in each general education course.
4. Successfully repeat all courses in which the minimum grade "C" (2.00) was not achieved. No more than two courses may be repeated in the following combinations: one radiography course and one general education course, or two general education courses.

Readmission

Students who have been accepted to Adventist University of Health Sciences (ADU) and choose not to enroll for the specific trimester for which they were admitted have one year from the date of acceptance before all new documents will be required. Additionally, students attending ADU with an enrollment interruption of less than three trimesters are also required to submit an *ADU Program Change and Reactivation Form*, any updated transcript(s) for additional college work completed during the enrollment interruption, and an updated copy of licensure or professional registration. Students may submit this information in the third trimester of their enrollment interruption as long as all documentation is received by the admission deadline for the following trimester.

Students providing this documentation during the third trimester but after the admission deadline will be required to reapply, and should contact the Office of Enrollment Services. Students who were dismissed from the program will need to contact the Department of Radiologic Sciences before reapplying.

Completion

Adventist University of Health Sciences (ADU) will consider students for graduation and conferral of a Bachelor of Science degree in Radiologic Sciences when they have met the general University requirements for graduation (see Graduation in the *Academic Bulletin*) and have achieved the following requirements:

1. A minimum of 124 trimester hours with a cumulative grade point average of 2.50 or above.
2. A minimum of 37 upper division credits, to include at least 28 upper division hours in the major and 9 credits out of major
3. Completion of major with a cumulative grade point average of 2.50 in the major and completion of the general education requirements and electives to satisfy the total credit requirements for graduation. Courses completed with grades lower than a "C" (2.00) will not be applied toward the major.
4. Completion of the service-learning requirement. Please refer to your *Program Handbook* for more information.

Curriculum

Baccalaureate Degree Cognate Requirements

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- BIOL 101 - Anatomy and Physiology I (3) ¹
- BIOL 101L - Anatomy and Physiology I Lab (1) ¹
- BIOL 102 - Anatomy and Physiology II (3) ¹
- BIOL 102L - Anatomy and Physiology II Lab (1) ¹
- MATH 120 - College Algebra (3) ¹
- PSYC 124 - General Psychology (3) ¹
- CPTR 105 - Introduction to Microcomputers (3) ¹
- PHYS 121 - Survey of Physics (4) ¹

Total Cognates Requirements: 27

¹ Students with an A.S. degree are considered to have met these cognate requirements.

Baccalaureate Degree General Education Requirements

- DBSA 343 - Legal Aspects of Healthcare (3)
- DBSA 354 - Leadership and Organizational Behavior (3)
- DBSA 385 - Marketing and Healthcare (3)
- DBSA 388 - Components of Healthcare Financial Management (3)
- DBIO 144 - Sectional Anatomy (3)
- DREL 368 - World Religions for the Healthcare Professions (3) ¹
- DREL 379 - Lessons on Living: Biblical Perspectives (3)
- DSTA 205 - Introduction to Applied Statistics (3)
- DENG 250 - Technical Writing (3)

Total General Education Requirements: 27

¹ If DREL 368 *World Religions for the Health Professions* was completed as part of an A.S. degree from ADU, DREL 305 *Ethics for Nursing and Allied Health* must be taken to complete B.S. religion requirement.

Baccalaureate Degree Radiologic Science Requirements

- DADI 300 - Principles of Quality Management (3)
- DADI 400 - Management Principles for Imaging Professionals (3)
- DADI 494 - Issues and Trends in the Healthcare Arena I (3)
- DADI 495 - Issues and Trends in the Healthcare Arena II (3)
- DADI 485 - Medical Imaging in the Digital Environment (3)
- DADI 490 - Case Studies in Healthcare (3)

Total Radiologic Science Requirements: 18

Track Options

Students must choose one of the following tracks:

Multi-Modality Track Requirements

- DADI 322 - Principles of Mammography (3)
- DADI 371 - Physics and Instrumentation of Computed Tomography (3)
- DADI 372 - Computed Tomography Imaging Procedures (3)
- DADI 381 - Physics and Instrumentation of MRI (3)
- DADI 382 - MRI Imaging Procedures (3)

Total Radiologic Science Requirements: 15

Computed Tomography Track Requirements

- DADI 371 - Physics and Instrumentation of Computed Tomography (3)
- DADI 372 - Computed Tomography Imaging Procedures (3)
- DADI 373 - Computed Tomography Pathology and Case Studies (3)
- DADI 420 - Advanced Procedures and Technology in CT (3)
- DADI 425 - Computed Tomography Registry Review (3)

Total Radiologic Science Requirements: 15

Magnetic Resonance Imaging Track Requirements

- DADI 381 - Physics and Instrumentation of MRI (3)
- DADI 382 - MRI Imaging Procedures (3)
- DADI 383 - MRI Pathology and Case Studies (3)
- DADI 430 - Advanced Procedures and Technology in MRI (3)
- DADI 435 - MRI Registry Review (3)

Total Radiologic Science Requirements: 15

Summary of Credits Required for Graduation

The student/degree candidates who hold a valid JRCERT-approved certificate in Radiography must present the following credits for graduation:

Requirements

- Pre-Requisite and Cognate Requirements (27)
- Validated Credits from a JRCERT-accredited program in Radiologic Sciences¹ (37)
- ADU B.S. Degree in Radiologic Sciences - Prescribed Curriculum (60)

Total Credits: 124

¹ Validation of certificate in Radiography.

Course Descriptions

Accounting

ACCT 220 - Principles of Accounting I (3)

This course introduces students to the generally accepted concepts, principles, and practices of accounting. Topics include debit and credit transaction analysis, preparation of financial statements, analysis of balance sheet accounts, and concepts of the management of accounts. (Fall, Summer)

ACCT 221 - Principles of Accounting II (3)

Prerequisites: ACCT 220

ACCT221 is the second part of the two-sequence introductory accounting course. The first part of the course, which completes the financial aspect of accounting introduced in ACCT 220, covers the basics of the corporate form of business entity and accounting for: stock transactions; retained earnings and dividend distribution; long-term liabilities; statement of cash flows; and financial statement analysis. The second half of the course covers: the basics of

managerial accounting; cost-volume-profit analysis; budgetary planning, control and responsibility accounting; standard cost variance analysis; incremental analysis; and basic capital budgeting techniques. (Fall, Spring)

Biology

BIOL 091 - Introduction to Anatomy and Physiology (3)

This course is a study of the human body, its structure and functions, within introduction of its relationship to disease. Not for College credit. Pass/No Pass (Fall, Spring)

BIOL 101 - Anatomy and Physiology I (3)

Corequisite: BIOL 101L

Prerequisite: A minimum ACT standard composite score of 19 or permission of the department chair.

This course is the first trimester of a two-trimester course. BIOL101 is a study of the skeletal, muscular, and nervous systems of the human body, along with their cytology, histology, and chemistry. Three hours of lecture each week. (Fall, Spring, Summer)

BIOL 101L - Anatomy and Physiology I Lab (1)

Corequisite: BIOL 101

This lab course is the first trimester of a two-trimester course. The laboratory class is a study of the anatomy of the skeletal, muscular, and nervous systems of the human body using plastic models. Two hours of lab each week. A lab fee will be assessed. (Fall, Spring, Summer)

BIOL 102 - Anatomy and Physiology II (3)

Prerequisites: BIOL 101, BIOL 101L

Corequisite: BIOL 102L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the second trimester of a two-trimester course. BIOL102 is a study if the

endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems of the human body. Three hours of lecture each week. (Fall, Spring, Summer)

BIOL 102L - Anatomy and Physiology II Lab (1)

Prerequisites: BIOL 101, BIOL 101L

Corequisite: BIOL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This lab course is the second trimester of a two-trimester course. The laboratory is a study of the anatomy of the endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems of the human body using plastic models. Two hours of lab each week. A lab fee will be assessed. (Fall, Spring, Summer)

BIOL 103 - Biological Concepts (3)

Corequisite: BIOL 103L

This course is designed for health science majors, and does not meet the requirements for a major in biomedical sciences. It is therefore not to be considered as a prerequisite biology course for professional programs, including but not limited to, medical or dental school, physical therapy, physician's assistant, optometry, veterinary school, or graduate school in the biological sciences. In this course, the student will explore unifying biological concepts, such as cells, growth, reproduction, metabolism, cell division, ecosystem processes, and other fundamental life processes. Three hours of lecture each week. (Fall)

BIOL 103L - Biological Concepts Lab (1)

Corequisite: BIOL 103

This course is a lab which accompanies the study of the characteristics of living organisms in BIOL 103. Cell structure, cell growth, metabolism, morphology, and other fundamental life processes will be investigated. Two hours of lab each week. This lab is designed for non-science majors and does not meet the requirement for a major or minor in biology. A lab fee will be assessed. (Fall)

BIOL 125 - Concepts of Pathophysiology (3)

Prerequisites: BIOL 102, BIOL 102L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is an introduction to a study of the anatomical and physiological functions of the human body. It explores the accompanying biologic, immunological, genetic, and physical manifestations of diseases. (Fall, Spring, Summer)

BIOL 144 - Sectional Anatomy (3)

Prerequisites: BIOL 102, BIOL 102L

Corequisite: BIOL 144L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of human anatomy, primarily emphasizing axial planes, but also including sagittal, coronal, and oblique planes. It is designed to aid imaging modality students in recognizing, locating, and identifying normal anatomy on various computer images. Two hours of lecture each week. (Fall, Spring, Summer)

BIOL 144L - Sectional Anatomy Lab (0)

Prerequisites: BIOL 102, BIOL 102L

Corequisite: BIOL 144

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a lab which accompanies BIOL 144 and includes the observation of the human anatomy, emphasizing axial planes and including sagittal, coronal, and oblique planes. It is designed to aid imaging modality students in recognizing, locating, and identifying normal anatomy on various computer images. Two hours of lab each week. A lab fee will be assessed. (Fall, Spring, Summer)

BIOL 151 - General Biology I (3)

Corequisite: BIOL 151L

A minimum score of 19 in science reasoning on the ACT or permission of the department chair.

This course is the first trimester of a two-trimester course. It surveys methods and concepts in biology, cellular biology, including biomolecular functions, metabolic pathways, principles of inheritance, along with diversity of microbiota and macrobiota. Three hours of lecture each week. This course satisfies the requirement for a major or minor in biology. (Fall)

BIOL 151L - General Biology Lab (1)

Corequisite: BIOL 151

A minimum score of 19 in science reasoning on the ACT or permission of the department chair. This course includes lab exercises to accompany the didactic material covered in BIOL 151, including biomolecular functions, metabolic pathways, and diversity of microbiota and macrobiota. Three hours of lecture each week. This course satisfies the requirement for a major or minor in biology. A lab fee will be assessed. (Fall)

BIOL 152 - General Biology II (3)

Prerequisites: BIOL 151, BIOL 151L

Corequisite: BIOL 152L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course surveys plant structure and function within in-depth study into animal structure and function, including ecology and behavior. Three hours of lecture each week. This course satisfies the requirement for a major or minor in biology. (Spring)

BIOL 152L - General Biology II Lab (1)

Prerequisites: BIOL 151, BIOL 151L

Corequisite: BIOL 152

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course includes lab exercises which accompany the survey of plant structure and function within in-depth study into animal structure and function. Three hours of lab each week. This course satisfies the requirement for a major or minor in biology. A lab fee will be assessed. (Spring)

BIOL 159 - Directed Study in Biology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

BIOL 225 - Principles of Microbiology (3)

Prerequisites: BIOL 102, BIOL 102L

Corequisite: BIOL 225L

Or permission of the department chair. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the study of the principles of microbiology, disinfection, sterilization, elementary immunology and microorganisms, emphasizing their relationship to health and disease. Three hours of lecture each week. This course does not satisfy the requirement for a major or minor in biology. (Fall, Spring, Summer)

BIOL 225L - Principles of Microbiology Lab (1)

Prerequisites: BIOL 102, BIOL 102L

Corequisite: BIOL 225

Or permission of the department chair. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course includes lab exercises which accompany the lecture portion of the course, including disinfection, sterilization, and the culture and identification of microorganisms. Three hours of lab each week. This course does not satisfy the requirement for a major or minor in biology. A lab fee will be assessed. (Fall, Spring, Summer)

BIOL 255 - Topics in Biology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course includes various topics in the areas of science and will be offered as needs and interests arise.

BIOL 330 - General Microbiology (3)

Prerequisites: BIOL 152, BIOL 152L, ENGL 102

Corequisite: BIOL 330L

BIOL 152 and BIOL 152L or permission of the instructor is required for admission. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the morphology, physiology, genetics, symbiotic relationships, and methods of control of bacteria, yeasts, molds, viruses, and some protozoa. Topics also include host immune responses, environmental applications of microorganisms, and genetic engineering technology. Three hours of lecture each week. This course satisfies the requirement for a major or minor in biology. (Fall, Spring)

BIOL 330L - General Microbiology Lab (1)

Prerequisites: BIOL 152, BIOL 152L, ENGL 102

Corequisite: BIOL 330

BIOL 152 and BIOL 152L or permission of the instructor is required for admission. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course includes lab exercises which accompany the lecture portion of the course. The course includes the study of the morphology, biochemical reactions, and methods of control of bacteria, yeasts, molds, viruses, and some protozoa. Other exercises include the disinfection, sterilization, and the culture and identification of microorganisms, and genetic engineering technology. Three hours of lab each week. This course satisfies the requirement for a major or minor in biology. A lab fee will be assessed. (Fall)

BIOL 345 - Genetics (3)

Prerequisites: BIOL 152, BIOL 152L, ENGL 102

Or permission of department chair. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the principles of inheritance in all living organisms and an investigation of gene structure and function. Topics will include classical (Mendelian), molecular, and non-Mendelian genetics. Basic principles of genetic engineering will be addressed. Three hours of lecture each week. This course satisfies the requirement for a major or minor in biology. (Spring)

BIOL 345L - Genetics Lab (1)

Prerequisites: BIOL 152, BIOL 152L, ENGL 102

Corequisite: BIOL 345

Or permission of department chair. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on experiments to study the principles of inheritance in all living organisms and an investigation of gene structure and function. Topics will include classical (Mendelian), molecular, and non-Mendelian genetics and principles of genetic engineering. Three hours of lab each week. This course satisfies the requirement for a major or minor in biology. A lab fee will be assessed. (Spring)

BIOL 360 - Cell Biology (3)

Prerequisites: BIOL 152, BIOL 152L, ENGL 102,

This course is an in-depth study of the molecular biology of the cell. Topics covered include cell structure and function, biomembrane structure, transmembrane transport, intra- and extracellular trafficking, signal transduction pathways, cell motility, cell cycle regulation, developmental cell biology, immunity, and cancer cell biology.

BIOL 410 - Histology (3)

Prerequisites: BIOL 102, BIOL 102L, BIOL 152, BIOL 152L, ENGL 102

Corequisite: BIOL 410L

This course is a study of the cellular anatomy and function of normal human tissues and organs. Topics covered include cellular structure and function, basic tissue types, and the functional microanatomy of the various human organ systems.

BIOL 410L - Histology Lab (1)

Prerequisites: BIOL 102, BIOL 102L, BIOL 152, BIOL 152L

Corequisite: BIOL 410

This course focuses on laboratory exercises to accompany the lecture portion of the course. The primary focus will be on the visual identification of human cells, tissues, and related structures.

BIOL 459 - Topics in Biology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course includes various topics in the area of biology and will be offered as needs and interests arise.

BIOL 475 - Issues in Science and Religion (3)

Prerequisites: BIOL 102, BIOL 102L, ENGL 102

Or permission of the department chair (BIOL 102 or BIOL 152). All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is designed to help students develop an understanding of the issues raised by the interaction between modern science and present-day Christian thought. A brief historical overview of the conflict between science and religion is followed by an assessment of the

contemporary state of the dialogue in such areas as cosmology and the origins of the universe, origins of life, the theory of Darwinian evolution, and the design argument. (Spring)

DBIO 101 - Anatomy and Physiology I and Lab (4)

Online course available only for the students enrolled in online degrees. Prerequisite: High school or college chemistry taken prior to enrolling in this course, or a minimum ACT standard composite score of 19, or permission from the department chair.

This course is the first of a two-trimester course. It focuses on the study of the typical structure and function of the human body utilizing digital and electronic media. It includes a study of the integumentary, skeletal, muscular, and nervous systems, along with their cytology, histology, and chemistry. Lab exercises are included in this course; therefore, a lab kit and webcam are required. (Fall, Spring, Summer)

DBIO 102 - Anatomy and Physiology II and Lab (4)

Prerequisites: DBIO 101

Online course available only for the students enrolled in online degrees. BIOL 101 and BIOL 101L or DBIO 101. All prerequisites must be completed with a minimum grade of "C" (2.00). This course is the second of a two-trimester course. It includes further study of the typical structure and function of the human body utilizing digital and electronic media. The course covers endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems. Lab exercises are included in this course; therefore, a lab kit and webcam are required. (Fall, Spring, Summer)

DBIO 144 - Sectional Anatomy (3)

Prerequisites: DBIO 102

Online course available only for the students enrolled in online degrees.

This course is a study of human anatomy, primarily emphasizing axial planes, but also including sagittal, coronal, and oblique planes. It is designed to aid imaging modality students in recognizing, locating, and identifying normal anatomy on various computer images. (Fall, Spring, Summer)

DBIO 159 - Directed Study in Biology (1)

Credit of one to three hours is available. Permission of the department chair is required. This course provides the student with the opportunity for directed study of a particular problem or area. (Fall, Spring, Summer)

DBIO 225 - Principles of Microbiology (4)

Prerequisites: DBIO 102

Online course available only for the students enrolled in online degrees. Or permission of the department chair. All prerequisites must be completed with a minimum grade of "C" (2.00). This course includes a study of the principles of microbiology, disinfection, sterilization, elementary immunology and microorganisms, emphasizing their relationship to health and disease. This course has a lab component; therefore, a lab kit and webcam are required. Three hours of lecture each week. This course does not satisfy the requirement for a major or minor in biology. (Fall, Spring, Summer)

Chemistry

CHEM 111 - Survey of Inorganic Chemistry (3)

A college level math course or two years of high school algebra with a minimum grade of "C" or permission of the department chair.

This course is an introduction to the fundamental principles of inorganic chemistry. Topics covered will include atomic and molecular structure; chemical bonding; stoichiometry; states of matter; chemical kinetics and acid-base equilibrium; acid-base equilibria and nuclear chemistry, within emphasis on the application of chemistry to everyday life. The course is designed for non-science majors, does not satisfy the requirement for a major or minor in chemistry, and cannot be used as a prerequisite for any other chemistry course. (Fall, Spring)

CHEM 112 - Survey of Organic and Biochemistry (3)

Prerequisites: CHEM 111

This course is an introduction to the fundamental principles of organic and biochemistry. Topics covered will include structure, properties and reactivity to the major classes of organic and biomolecular compounds, with particular reference to hydrocarbons, aromatic hydrocarbons, organic compounds containing oxygen and nitrogen, carbohydrates, lipids, proteins and

biochemical processes. A review of the application of these compounds in the chemistry of everyday life will be emphasized. This course is designed for non-science majors, does not satisfy the requirement for a major or minor in chemistry, and cannot be used as a prerequisite for any other chemistry course. (Fall, Spring, Summer)

CHEM 113L - Survey of General Chemistry Lab (1)

Prerequisites: CHEM 111

Corequisite: CHEM 112

or permission of the department chair is required for admission.

This course is an integrated laboratory course designed to illustrate the concepts of chemistry taught in CHEM 111 and CHEM 112. Three hours of lab per week. This course does not satisfy the requirement for a major or minor in chemistry A lab fee will be assessed. (Spring, Summer)

CHEM 151 - General Chemistry I (3)

Prerequisites: MATH 120

Corequisite: CHEM 151L

*Note: This course requires concurrent registration in CHEM 151L. Prerequisites: College algebra (MATH 120) or one year of high school chemistry with a minimum grade of "C" or permission of the department chair.

This course is the first trimester of a two-trimester course. Topics include nature of matter, electronic structure, chemical reactions, stoichiometry, thermochemistry, chemical bonding, molecular structures, and properties of solutions and gases. Three hours of lecture and one hour of recitation each week. This course satisfies the requirement for a major or minor in chemistry. (Fall, Spring)

CHEM 151L - General Chemistry I Lab (1)

Prerequisites: MATH 120

Corequisite: CHEM 151 or concurrent registration in CHEM 151.

This course is the lab portion of the first trimester of a two-trimester course. This course includes laboratory exercises and the lecture portion of CHEM 151. Three hours of lab each week. This course satisfies the requirement for a major or minor in chemistry. A lab fee will be assessed. (Fall, Spring)

CHEM 152 - General Chemistry II (3)

Prerequisites: CHEM 151, CHEM 151L, and CHEM 152L or concurrent registration in CHEM 152L.

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a continuation of CHEM 151. Topics include chemical equilibrium, acid-base theory and equilibria, solubility and complex ion equilibria, thermodynamics and equilibrium, electrochemistry, nuclear chemistry, and chemical families. Three hours of lecture and one hour of recitation each week. This course satisfies the requirement for a major or minor in chemistry. (Fall, Spring, Summer)

CHEM 152L - General Chemistry II Lab (1)

Prerequisites: CHEM 151, CHEM 151L, and CHEM 152 or concurrent registration in CHEM 152.

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a continuation of CHEM 151L. The course includes laboratory exercises that illustrate the principles covered in the lecture portion of CHEM 152. Three hours of lab each week. This course satisfies the requirement for a major or minor in chemistry. A lab fee will be assessed. (Spring, Summer)

CHEM 159 - Directed Study in Chemistry (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

CHEM 311 - Organic Chemistry I (3)

Prerequisites: CHEM 152, CHEM 152L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the first trimester of a two-trimester course. It is a study of the structure and reactions of organic compounds with emphasis on nomenclature, molecular structure, reaction mechanisms, stereochemical properties, organic syntheses, electronic effects, and spectra-structure relationships. Three hours of lecture and one hour of recitation each week. This course satisfies the requirement for a major or minor in chemistry. (Fall, Spring)

CHEM 311L - Organic Chemistry I Lab (1)

Prerequisites: CHEM 152, CHEM 152L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the lab portion of the first trimester of a two-trimester course. The course includes laboratory exercises that illustrate the principles covered in the lecture portion of CHEM 311. Three hours of lab each week. This course satisfies the requirement for a major or minor in chemistry. A lab fee will be assessed. (Fall, Spring)

CHEM 312 - Organic Chemistry II (3)

Prerequisites: CHEM 311, CHEM 311L

Corequisite: CHEM 312L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a continuation of CHEM 311. Three hours of lecture and one hour of recitation each week. This course satisfies the requirement for a major or minor in chemistry. (Spring, Summer)

CHEM 312L - Organic Chemistry II Lab (1)

Prerequisites: CHEM 311, CHEM 311L

Corequisite: CHEM 312

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a continuation of CHEM 311L. The course includes laboratory exercises that illustrate the principles covered in the lecture portion of CHEM 312. Three hours of lab each week. This course satisfies the requirement for a major or minor in chemistry. A lab fee will be assessed. (Spring, Summer)

CHEM 411 - Biochemistry I (4)

Prerequisites: CHEM 312, CHEM 312L, ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the fundamental principles of the chemistry of living organisms. Structures, properties, and functions of biomolecules, including amino acids, proteins, carbohydrates, lipids, nucleotides, nucleic acids, and biological membranes; and enzymatic catalysis and mechanisms, enzyme kinetics, and central pathways of metabolism will be studied. This course satisfies the requirement for a major or minor in chemistry. (Fall)

CHEM 412 - Biochemistry II (3)

Prerequisites: CHEM 411, ENGL 102

Corequisite: CHEM 413L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a continued study of the fundamental principles of the chemistry of living organisms. Included are bioenergetics and metabolism of proteins and nucleic acids, regulation of gene expression and signal transduction pathways, hormones and the study of neurotransmitters, acetylcholine, catecholamines, serotonin, and gamma-aminobutyric acid. This course satisfies the requirement for a major or minor in chemistry. (Spring)

CHEM 413L - Biochemistry Lab (1)

Prerequisites: CHEM 411, ENGL 102

Corequisite: CHEM 412

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is an introduction to the quantitative and qualitative methods of isolation, purification, and identification of biological materials, including organelle separation, electrophoresis, and the effects of hormones on macromolecular synthesis. This course satisfies the requirement for a major or minor in chemistry. A lab fee will be assessed. (Spring)

CHEM 459 - Topics in Chemistry (1)

Prerequisites: ENGL 102

Credit of one to three hours is available. Permission of the department chair is required for admission. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on various topics in the area of chemistry and will be offered as needs and interests arise.

DCHE 111 - Survey of Inorganic Chemistry (3)

This course is an introduction to the fundamental principles of inorganic chemistry. Topics covered will include atomic and molecular structure, chemical bonding, stoichiometry, states of matter, chemical kinetics, and acid-base equilibria, within emphasis on the application of chemistry to everyday life. The course is designed for non-science majors, does not satisfy the requirement for a major or minor in chemistry, and cannot be used as a prerequisite for any other chemistry course. (Fall, Spring, Summer)

DCHE 112 - Survey of Organic and Biochemistry (3)

Prerequisites: DCHE 111

This course is an introduction to the fundamental principles of organic and biochemistry. Topics covered will include hydrocarbons: carbohydrates, lipids, and proteins, and biochemical processes. A review of the application of these compounds in chemistry to everyday life will be emphasized. This course is designed for non-science majors, does not satisfy the requirement for a major or minor in chemistry, and cannot be used as a prerequisite for any other chemistry course.

Computers

CPTR 103 - Introduction to Microcomputer Basic Applications (2)

This course covers computer applications using PCs. The course includes an introduction to hardware, software, the Internet and word-processing applications. (Fall, Spring, Summer)

CPTR 105 - Introduction to Microcomputers (3)

This course covers computer applications using PCs. The course combines the content of CPTR 103 with spreadsheet and presentation applications. (Fall, Spring, Summer)

CPTR 159 - Directed Study in Microcomputers (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

DCPT 105 - Introduction to Microcomputers (3)

Online course available only for the students enrolled in online degrees.

This course focuses on computer applications using PCs. The course combines the content of CPTR 103 along with spreadsheet and presentation applications. (Fall, Spring, Summer)

DCPT 159 - Directed Study in Microcomputers (1)

Permission of the department chair is required for matriculation.

Diagnostic Medical Sonography

DDMS 328 - Pathophysiology (4)

Prerequisites: DBIO 144, DENG 102

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores the principles of human physiology and pathologic processes that alter the human body's lines of defense and resistance to disease. The course will provide the student within understanding of structural adaptations and functional responses of cells, tissues, organs, and systems. The student will develop the ability to relate clinical manifestations of pathophysiologic changes as they apply to the imaging professional. The course includes four credit hours of theory (60 clock hours).

DDMS 335 - Fundamentals of Vascular Sonography (4)

Prerequisites: DBIO 144, DENG 102

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course will expose sonographers who are unfamiliar with vascular sonographic and other non-invasive techniques to the fundamental principles of diagnostic testing of the cerebrovascular, peripheral, and abdominal vascular systems. Topics that will be emphasized include extracranial cerebrovascular imaging, non-invasive peripheral arterial and venous testing, and abdominal vasculature sonography. Identification of relevant normal anatomy, pathology, and hemodynamics are explored utilizing B-mode, color flow Doppler, plethysmographic, and spectral Doppler waveform analysis.

DDMS 345 - Diagnostic Imaging (3)

Prerequisites: DBIO 144, DENG 102

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores the principles of a variety of diagnostic imaging techniques with a focus on

how imaging techniques correlate with sonographic examinations. Topics include diagnostic radiography, computed tomography, magnetic resonance imaging, fluoroscopy, cardiovascular interventional procedures, mammography, and nuclear medicine.

DDMS 351 - Introduction to Educational Methodology (3)

Prerequisites: DENG 101, DENG 102, DENG 250

Online course available only for the students enrolled in online degrees. This is a service-learning course. All prerequisites must be completed with a minimum grade of "C" (2.00). This course will provide a study of the principles used in instructional design. Educational theory will be presented, including learning theory, evaluation theory, and system theory. Course development, syllabus building, test construction, learning assessment, and evaluation will be explored.

DDMS 400 - Management Principles for Imaging Professionals (3)

Online course available only for the students enrolled in online degrees. This course explores the multiple dimensions of the role of the imaging professional in the healthcare arena. Emphasis is placed on the management responsibilities needed to foster and promote quality outcomes. Topics will focus on aspects of the following: patient engagement and communication, recruitment and retention, emotional intelligence, creating effective committees and teams, and coaching and mentoring skills.

DDMS 441 - Advanced Topics in Sonography (3)

Prerequisites: DDMS 345, DENG 101, DENG 102, DENG 250, DSTA 205

Online course available only for the students enrolled in online degrees. This is a service-learning course. All prerequisites must be completed with a minimum grade of "C" (2.00). This course requires that students present a proposal for in-depth research of a defined, specialized area within the ultrasound profession. Topics may include, but are not limited to, contrast imaging, 3-D ultrasound, 4-D ultrasound, harmonic imaging, intraoperative ultrasound, transducer technology, the impact of hand-held ultrasound machines or other evolving sonographic diagnostic techniques or topics.

DDMS 447 - Advanced Sonographic Specialties (3)

Prerequisites: DDMS 345, DENG 101, DENG 102, DENG 250, DSTA 205

Online course available only for the students enrolled in online degrees. This is a service-learning course. All prerequisites must be completed with a minimum grade of "C" (2.00). This course requires that students present a proposal for in-depth investigation of one of the advanced sonographic specialties which include fetal echocardiography, pediatric echocardiography, breast ultrasound, neurosonography, or other approved evolving sonographic specialty areas. The student will learn to identify normal anatomy, describe standard protocol, and demonstrate knowledge of disease and pathology associated with this specialty area.

DDMS 485 - Medical Imaging in the Digital Environment (3)

Prerequisites: DBIO 144

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course teaches the use of Picture Archiving and Communicating Systems (PACS), Computed Radiography, Direct Digital Radiography, Networking, and DICOM.

DDMS 490 - Case Studies in Healthcare (3)

Prerequisites: DBSA 343, DBSA 354, DBSA 385, DBSA 388, DDMS 345, DDMS 351, DDMS 400, DDMS 441, DDMS 447, DDMS 485, DDMS 494, DDMS 495, DDMS 497, DENG 250

Online course available only for the students enrolled in online degrees. Another prerequisite is DDMS 335 or DDMS 328. Student is allowed to choose one or the other. All prerequisites must be completed with a minimum grade of "C" (2.00).

This capstone course integrates business strategies for current and future operations within the field of Imaging Sciences. Applying concepts previously learned, students will create and deliver a strategic plan that encompasses the field of Imaging. This course is the final course of the program sequence and can only be taken in the student's final trimester.

DDMS 494 - Issues and Trends in the Healthcare Arena I (3)

Prerequisites: DBIO 144

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores the dynamics of the healthcare marketplace including changing demographics, increasing demands of the aging population, healthcare workforce, and new medical technology and research. Emphasis will be placed on health behaviors including smoking, poor dietary habits, lack of exercise, alcohol abuse, and workplace violence.

DDMS 495 - Issues and Trends in the Healthcare Arena II (3)

Prerequisites: DBIO 144

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course's emphasis is placed on the medical imaging environment. It examines the challenges that shaped the field of imaging technology and current innovative strategies.

DDMS 497 - Research Methods in Allied Health (3)

Prerequisites: DBIO 144, DENG 102, DSTA 205

Online course available only for students enrolled in online degrees. All pre-requisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the research process as applied to allied health and imaging technology topics. The student will evaluate published research findings for use in sonography and imaging practice. The course requires a written critique of a published imaging technology or allied health research report and presentation of a published imaging technology or allied health research report to peers.

DULT 111 - Patient Care for the Health Sciences (2)

This course prepares the health science student to enter the clinical setting by equipping them with the fundamentals of patient care methods related to diagnostic imaging. Students will learn how to take vital signs and assess when to call medical assistance, as well as how to properly handle a variety of medical emergencies in patients from the pediatric to the geriatric populations. Other topics covered include: oxygen administration, correct body mechanics, body substance isolation, patient tubes/equipment, pharmacology, and aseptic and sterile techniques.

DULT 120 - Introduction to Sonography with Lab (2)

This course is an introduction to the concepts of ultrasound and related techniques. It includes a presentation of the history and technical development of ultrasound and a discussion of the legal issues associated with ultrasound. Emphasis will also be placed on professionalism, prevention of musculoskeletal injuries (MSI), sonographic vocabulary, proper annotation, and

image orientation. The scheduled lab will emphasize proper scanning technique, application of sonographic terminology, transducer and image orientation, and instrumentation.

DULT 131 - Introduction to Sonography Lab I (1)

Prerequisites: DULT 120

Corequisite: DULT 133

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is an overview of general and cardiovascular imaging techniques within emphasis on basic anatomy, measurements and calculations, and application of standard protocol.

DULT 132 - Introduction to Sonography Lab II (1)

Prerequisites: DULT 131

This course is a continuation of Lab I that will include an introduction to scanning protocols. Emphasis will be placed on the individual's specialty area.

DULT 133 - Introduction to Clinical Practicum I (1)

Prerequisites: DULT 111, DULT 120

Corequisite: DULT 131,

This course is a rotation through a variety of clinical sites to gain introductory experience in patient assessment, patient care skills and patient communication skills, ultrasound instrumentation, and departmental procedures. Students will also gain introductory skills in maximizing image quality.

DULT 134 - Introduction to Clinical Practicum II (1)

Prerequisites: DULT 120, DULT 133

Corequisite: DULT 132

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is a continuation of Introduction to Clinical Practicum I. It includes a rotation through a variety of clinical sites to gain introductory experiences in acquiring sonographic images. Students will also gain introductory experience in documentation of diagnostic and patient data.

DULT 135 - Fundamentals of Sonographic Imaging (1)

Prerequisites: DULT 120

Corequisite: DULT 131, DULT 133

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is an exploration of the fundamentals of sonographic imaging. Emphasis will be placed on recognition of normal anatomy, imaging protocols, and normal measurements specific to the declared specialty area.

DULT 159 - Directed Study in Sonography (1)

Credit of one to three hours is available. Permission of the Department Chair is required for admission.

This course provides the student opportunity for directed individual or group study of a particular problem area. Permission of the Department Chair is required for enrollment. May be repeated.

DULT 211 - Sonography Physics and Instrumentation I (3)

Prerequisites: MATH 120, PHYS 121

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is a study of the physical principles of ultrasonic waves and their propagation, detection, and interaction with matter including biologic effects. The course also includes a study of the physics of Doppler and the principle of Doppler techniques. Bioeffects and safety measures as they pertain to ultrasound will be explored.

DULT 212 - Clinical Practicum I (4)

Prerequisites: DULT 111, DULT 131, DULT 132, DULT 133, DULT 134

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is a rotation through various clinical settings to gain experience in the performance of sonographic examinations.

DULT 214 - Case Studies in Cardiovascular Sonography I (1)

Corequisite: DULT 215, DULT 220

This course is a presentation of various sonographic cases for view of anatomy, sonographic pathology, and proper imaging techniques. The emphasis is on normal and basic pathological cases.

DULT 215 - Cardiac Sonography (3)

Prerequisites: DULT 120, DULT 135

Corequisite: DULT 212, DULT 214

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course is a study of normal and pathological conditions of the heart utilizing various ultrasound techniques, such as 2D, M-Mode, Doppler, and transesophageal echocardiography. Cardiac diseases and disease processes that alter cardiac performance and its impact on other organ systems will also be explored. A basic knowledge of congenital and acquired heart disease will be presented. Correlation of other diagnostic testing used in conjunction with cardiac ultrasound will also be reviewed. This course meets the requirement for an oral communication course.

DULT 218 - Abdominal Sonography (3)

Prerequisites: DULT 120, DULT 135

Corequisite: DULT 212, DULT 219

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course will present normal anatomy, sonographic techniques and protocols, assessment, and interpretation of major abdominal organs and superficial structures. Emphasis will be placed on evaluation of the liver, gallbladder, pancreas, abdominal vessels, retroperitoneum, spleen, thyroid, and breast. A study of laboratory values and pathologic conditions will also be explored.

DULT 219 - Case Studies in General Sonography I (1)

Corequisite: DULT 218, DULT 230

This course is a presentation of various sonographic cases for a view of anatomy, sonographic pathology, and proper imaging techniques. The emphasis is on protocol, normal anatomy, and basic pathology.

DULT 220 - Vascular Sonography (3)

Prerequisites: DULT 120, DULT 135

Corequisite: DULT 212, DULT 214

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course is an exposition of normal and pathological conditions associated within the

circulatory system. It is an examination of the circulatory anatomy as well as the evaluation of hemodynamics and the impact of associated disease processes. Both direct and indirect testing methods will be presented in the determination of diagnosis and/or progression of vascular disease. Test Validation will be explored. Correlative imaging techniques will be discussed as well. This course meets the requirement for an oral communication course.

DULT 221 - Sonography Physics and Instrumentation II (3)

Prerequisites: DULT 211

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course is a study of the various components of sonographic instrumentation and the application of this technology. The course includes discussion of transducer technology and its applications. Imaging artifacts will also be explored to include those which occur in 2D imaging, spectral, and color Doppler. A comprehensive review and examination will be administered at the end of this course, covering topics included in DULT 211 and DULT 221.

DULT 222 - Clinical Practicum II (4)

Prerequisites: DULT 212

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course is a continuation of DULT 212 - Clinical Practicum I (4). Students will also be required to complete a four-hour mentorship.

DULT 229 - Case Studies General Sonography II (1)

Prerequisites: DULT 219

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course is a continuation of DULT 219 - Case Studies in General Sonography I (1) within emphasis on the recognition of pathology and its effects on surrounding anatomic structures.

DULT 230 - Genitourinary Sonography (3)

Prerequisites: DULT 120, DULT 135

Corequisite: DULT 212, DULT 219

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30). This course presents normal anatomy, sonographic techniques and protocols, assessment, and interpretation of the genitourinary system. Emphasis will be placed on evaluation of the kidneys,

prostate, scrotum, and female pelvis. A study of laboratory values and pathologic conditions will also be explored.

DULT 236 - Cardiovascular Specialties (3)

Prerequisites: DULT 120, DULT 135, DULT 215, DULT 220

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course focuses on cardiac embryology and the associated congenital cardiac defects that can occur. An introduction to surgical corrective repair for congenital cardiac defects will also be presented. A basic introduction to the electrophysiology of the heart will be conducted with basic interpretation of ECG monitoring strips discussed. A presentation of the relationships of tests associated with cardiac and vascular sonography, and the imaging modalities will be presented. Cardiac stress testing and the relationship between stress echo and other correlative imaging modalities will be explored. adjunct or relative

DULT 237 - Obstetrical Sonography (3)

Prerequisites: DULT 120, DULT 135, DULT 230

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course presents normal anatomy and sonographic techniques related to first and second trimester obstetrical imaging. Accessory testing will be reviewed, including various screening and diagnostic tests offered to the obstetrical patient. Pathology identified in the first and second trimesters will also be explored to include ectopic pregnancy, gestational trophoblastic disease, placental abnormalities, and congenital anomalies. Maternal diseases and possible effects on the fetus will also be reviewed.

DULT 238 - Clinical Internship (5)

Prerequisites: DULT 222

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is a continuation of DULT 222 - Clinical Practicum II (4). Students will engage in a 32-hour per week internship to prepare for entry-level employment. Students will also be required to complete a four-hour mentorship.

DULT 239 - Seminars in Sonography (2)

Prerequisites: DULT 221, DULT 222

Corequisite: DULT 238, DULT 245

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course focuses on a series of lectures which may include the following topics: resume preparation, future developments in ultrasound, purchasing equipment, contrast media, trends in healthcare and/or genetic counseling. Registry reviews and simulated registry examinations will also be given throughout the trimester to allow students to meet graduation requirements.

DULT 241 - Case Studies in Cardiovascular Sonography II (1)

Prerequisites: DULT 214

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course is a continuation of DULT 214 - Case Studies in Cardiovascular Sonography I (1), within emphasis on the recognition of pathology and its effects on surrounding anatomic structures.

DULT 245 - Advanced Specialties in Sonography (2)

Corequisite: DULT 238, DULT 239

All Sonography prerequisites must be completed with a minimum grade of "C+" (2.30).

This course presents normal anatomy, sonographic techniques and protocols, assessment, and interpretation of sonographic specialty areas. Topics may include vascular imaging, pediatric cardiac sonography, neurosonography, contrast imaging, and musculoskeletal imaging. This course will be taught in a blended, modular format.

Economics

ECON 250 - Principles of Macroeconomic (3)

This course is a study of economics as it affects the national interest. Topics include total employment, output and income, inflation and recession, and the variables that influence these conditions. (Fall, Spring)

ECON 260 - Principles of Microeconomics (3)

This course is a study of the decisions people make in the production, distribution, and

consumption of goods and services. Topics include supply and demand, individuals and markets, market structures, and the economics of public policy. (Summer)

English

DENG 101 - English Composition I (3)

Prerequisites: DENG099

Online course available only for the students enrolled in online degrees. Prerequisite: A minimum English ACT score of 19, a minimum Critical Reading score of 470 on the SAT, or a passing score on English Composition Placement Test, or ENGL 091. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on writing as a means for authentic expression and exploration. Emphasis is on the writing process, especially revision. Students write several expository essays organized according to prescribed modes, and learn specific writing skills and principles which readily apply to most writing tasks. This course meets the requirement for a written communication course (see Communication Requirements section in the Academic Bulletin). (Fall, Spring, Summer)

DENG 102 - English Composition II (3)

Prerequisites: DENG 101

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course applies the writing skills developed in ENGL 101 or DENG 101 while focusing on rhetorical and reasoning skills necessary for various persuasive and research writing activities. Students write several persuasive papers and a major research paper. The course meets the requirement for a written communication course (see Communication Requirements section in the Academic Bulletin). (Fall, Spring, Summer)

DENG 250 - Technical Writing (3)

Prerequisites: DENG 102

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the techniques of written communication within a professional setting. It includes writing reports, proposals, case notes, and charts. The course meets the requirement

for a written communication course (see Communication Requirements section in the Academic Bulletin). (Fall, Spring, Summer)

ENGL 091 - English Review (3)

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is designed for those students whose English ACT score is below 19, or whose Critical Reading SAT scores are below 470, or who do not pass the English Composition Placement Test. The course focuses on the basic steps in the writing process. Emphasis is on developing the writing and grammar skills necessary for successful entry into ENGL 101. Students must earn a minimum grade of "C" (2.00) to progress into ENGL 101. Not for University credit. (Pass/No Pass) (Fall, Spring, Summer)

ENGL 101 - English Composition I (3)

Prerequisites: A minimum English ACT score of 19, a minimum Critical Reading score of 470 on the SAT, or a passing score on English Composition Placement Test, or ENGL 091.

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on writing as a means for authentic expression and exploration. Emphasis is on the writing process, especially revision. Students write several expository essays organized according to prescribed modes and learn specific writing skills and principles which readily apply to most writing tasks. The course meets the requirement for a written communication course (see the Communication Requirements section in the Academic Bulletin). (Fall, Spring, Summer)

ENGL 102 - English Composition II (3)

Prerequisites: ENGL 101

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course applies the writing skills developed in ENGL 101 while focusing on rhetorical and reasoning skills necessary for various persuasive and research writing activities. Students write several persuasive papers and a major research paper. The course meets the requirement for a written communication course (see the Communication Requirements section in the Academic Bulletin). (Fall, Spring, Summer)

ENGL 144 - Medical Terminology (2)

This course provides a development of a medical vocabulary, including spelling, abbreviations, and the general use of medical terms. (Fall, Spring, Summer)

ENGL 159 - Directed Study (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

ENGL 214 - Survey of American Literature (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of representative selections from major American writers with an emphasis on ideas, trends, and attitudes having universal interest and value. Genres include poetry, short stories, drama, the novel, and the essay. (Spring)

ENGL 250 - Technical Writing (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on techniques of written communication within a professional setting. It includes writing reports, proposals, case notes, and charts. The course meets the requirement for a written communications course (see the Communication Requirements section in the Academic Bulletin). (Spring)

ENGL 255 - Topics in English (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course focuses on various topics in the areas of language arts and will be offered as needs and interests arise.

ENGL 459 - Topics in English (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course focuses on various topics in the areas of language arts and will be offered as needs and interests arise.

Finance

FNCE 101 - Principles of Money Management (1)

This course introduces students to the keys to financial management. Practical everyday applications are utilized to reinforce concepts of budgeting, checkbook management, cash management, savings, and debt management, as well as investment concept, tax management, and retirement planning. (Fall, Spring, Summer)

FNCE 321 - Principles of Finance (3)

Prerequisites: ACCT 221, ENGL 102

This course is a study of business finance. Topics include financial planning, forecasting, analysis of loans and investment practices, capital budgeting and risk assessment, short-term and long-term financial management, and international finance. (Summer)

Fitness

DHPE 125 - Health and Wellbeing (2)

Online course available only for the students enrolled in online degrees.

This course focuses on topics that include the fundamental elements of physical fitness, nutrition, weight control, and stress management. Emphasis will also be given to the practice of personal vision, management, and leadership, which contribute to a wholistic paradigm of individual health. The course covers both theoretical and experiential components. (Fall, Spring, Summer)

HPER 123 - Fitness (1)

This course is a basic fitness training and the development of a lifelong personal conditioning program. The didactic component includes basic information on preparing for and maximizing an exercise program. The activity portion of the course monitors a student's implementation of that program. (Fall, Spring, Summer)

HPER 125 - Health and Wellbeing (2)

This course covers both theoretical and experiential components. Topics include the fundamental elements of physical fitness, nutrition, weight control, and stress management. Emphasis will also be given to the practice of personal vision, management, and leadership which contribute to a wholistic paradigm of individual health. (Fall, Spring, Summer)

HPER 127 - Women's Fitness (1)

This course focuses on basic fitness training for women, exploring the unique concerns related to self-image, ideal weight, pregnancy, premenstrual syndrome, and menopause. (Fall, Spring)

HPER 159 - Directed Study in Physical Education (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

Generic Nursing

DNRS 355 - Physical Assessment Validation for RNs (1)

Prerequisites: DNRS324 *Concepts of Professional Nursing for RNs*, All prerequisites must be completed with a minimum grade of "C" (2.00).

A self study module reviewing basic Physical Assessment skills. Students must complete and validate their competency re: head-to-toe assessment before registering for DNRS 400 coursework.

NURS 115 - Introduction to Professional Nursing (2)

This course introduces the student to the profession of nursing, the Neuman Systems Model, the nursing process, clinical reasoning, the education of nurses, patient education, nursing research, healthcare informatics, healthcare policy, legal and ethical issues in healthcare, roles of the nurse, culture, self-concept, and human sexuality. The student will also develop critical thinking and communication skills necessary for the professional practice of nursing. This course includes two credit hours of theory (30 clock-hours).

NURS 220 - Foundations of Nursing (4)

Prerequisites: BIOL 101, BIOL 101L, BIOL 102, BIOL 102L, BIOL 225, BIOL 225L, CHEM 112, CPTR 105, ENGL 101, ENGL 102, MATH 103, NURS 115, NUTR 122, PSYC 128, RELP 103, SOCI 125

Corequisite: NURS 225, NURS 255

This course focuses on the application of the nursing process in the provision of primary, secondary, and tertiary interventions to strengthen, and/or reconstitute, the adult client/patient's lines of defense and resistance to internal, external, and created stressors. The student will identify stressors affecting the physiological, psychological, sociocultural, developmental, and spiritual variables of the client/patient system. The student will provide care to patients/clients in the acute care and community environments. This course includes two credit hours of theory (30 clock-hours) and two credit hours of clinical (90 clock-hours).

NURS 220C - Foundations of Nursing Clinical (0)

Corequisite: NURS 220

NURS 225 - Introduction to Health Assessment (4)

Prerequisites: BIOL 101, BIOL 101L, BIOL 102, BIOL 102L, BIOL 225, BIOL 225L, CHEM 112, CPTR 105, ENGL 101, ENGL 102, MATH 103, NURS 115, NUTR 122, PSYC 128, RELP 103, SOCI 125

Corequisite: NURS 220, NURS 255

This course provides the student with a comprehensive approach to health assessment using the nursing process. It incorporates theory and practice in history taking, physical examination techniques, use of assessment tools /equipment and health teaching. A wholistic approach, integrating cultural considerations, is utilized as the student learns common variations seen in healthy clients, age-related variations, and common abnormal findings. Case studies, as well as actual assessments, will provide a comprehensive learning experience. The student will learn a generalized as well as a focused approach to assessment. The courses NURS 220 - Foundations of Nursing (4) and NURS 225 Introduction to Health Assessment are intended to reinforce each other by presenting complementary content to facilitate understanding of the course competencies. This course includes four credit hours of theory (60 clock-hours).

NURS 225L - Introduction to Health Assessment Lab (0)

Corequisite: NURS 225

Must be taken concurrently with NURS225.

NURS 230 - Health Promotion and Wellness (3)

Prerequisites: NURS 220, NURS 225, NURS 255

Corequisite: NURS 240, NURS 265

This clinical course is designed to critically examine the determinants of health, wellness, and illness prevention for individuals and groups throughout the life span. The focus is on teaching and learning to promote wellness in community settings using the concepts from nursing, nutrition, biopsychosocial sciences, and Healthy People 2020. The course is taught over the entire trimester. The course is three credits (2.2 credits of theory = 33 theory hours and 0.8 credits of clinical = 15 x 3 (3:1 ratio) = 45 x 0.8 = 36 clinical hours). This course meets the requirement for an oral communication course (see the Academic Bulletin for complete criteria).

NURS 230C - Health Promotion and Wellness Clinical (0)

Corequisite: NURS230

Must be taken concurrently with NURS230.

NURS 240 - Mental Health (4)

Prerequisites: NURS 220, NURS 225, NURS 255

Corequisite: NURS 230, NURS 265

This course focuses on the application of the nursing process in the provision of primary, secondary, and tertiary prevention and strengthening the patient/client neuropsychological lines of defense and resistance to environmental stressors. The student will provide care for the patient/client experiencing designated stressors affecting the physiological, psychological, socio-cultural, developmental, and spiritual variables across the life span. The student will learn to provide safe nursing care based on evidence that promotes competent care within the acute care and community environments. The course includes three credit hours of theory (45 clock-hours) and one credit hour of clinical (45 clock-hours). This course meets the requirement for an oral communication course.

NURS 240C - Mental Health Nursing Clinical (0)

Corequisite: NURS240

Must be taken concurrently with NURS240.

NURS 255 - Principles of Pathophysiology (4)

Prerequisites: BIOL 101, BIOL 101L, BIOL 102, BIOL 102L, BIOL 225, BIOL 225L, CHEM 112, CPTR 105, ENGL 101, ENGL 102, MATH 103, NURS 115, NUTR 122, PSYC 128, RELP 103, SOCI 125

Corequisite: NURS 220, NURS 225

This course explores the principles of human physiology and the pathologic processes that alter patient/client lines of defense and resistance. The course will provide the student with an understanding of structural adaptations and functional responses of cells, tissues, organs, and systems. The student will develop the ability to relate clinical manifestations to pathophysiologic changes. This course includes four credit hours of theory (60 clock hours).

NURS 265 - Pharmacology (3)

Prerequisites: NURS 220, NURS 225, NURS 255

Corequisite: NURS 230, NURS 240

This course builds the student's pharmacology knowledge base with a focus on pharmacokinetics, pharmacodynamics, drug interactions, and adverse drug reactions. The major drug classifications will be studied in terms of their effects on the patient /client lines of

defense and resistance. The student analyzes the client's multiple drug regimens for the purpose of teaching and providing quality care to patients and families. This course includes three credit hours of theory (45 clock hours).

NURS 310 - Adult Health I (4)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265

Corequisite: NURS 330

This course focuses on the application of the nursing process in the provision of primary, secondary, and tertiary prevention and strengthening the adult patient/client lines of defense and resistance to environmental stressors. The student will provide care for the patient/client experiencing designated stressors affecting the physiological, psychological, sociocultural, developmental, and spiritual variables. The student will provide care within the acute care environment. Both didactic and clinical portions of the course are built on the principles of effective nursing leadership, research, evidence-based practice, and safe delivery of wholistic care. This course includes two credit hours of theory (30 clock-hours) and two credit hours of clinical (90 clock-hours).

NURS 310C - Adult Health Nursing I Clinical (0)

Corequisite: Must be taken concurrently with NURS310.

NURS 320 - Adult Health II (4)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 330

Corequisite: NURS 340, NURS 375

This course focuses on the application of the nursing process in the provision of primary, secondary, and tertiary prevention and strengthening the adult patient/client lines of defense and resistance to environmental stressors. The student will provide care of the patient/client experiencing selected chronic stressors affecting the physiological, psychological, socio-cultural, developmental, and spiritual variables. The student will provide care within the acute and long-term care environments. This course includes two credit hours of theory (30 clock-hours) and two credit hours of clinical (90 clock-hours).

NURS 320C - Adult Health Nursing II Clinical (0)

Corequisite: NURS320

Must be taken concurrently with NURS320.

NURS 330 - Nursing of Childbearing Family (4)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265

Corequisite: NURS 310

This course focuses on the application of the nursing process in the provision of primary and secondary prevention and strengthening the childbearing family lines of defense and resistance to environmental stressors. The student will provide care of the client/patient experiencing stressors affecting the physiological, psychological, socio-cultural, developmental and spiritual variables of the family during pregnancy, childbirth, neonatal and postpartum periods. The student will provide care within the acute care and community environments. This course includes 2.5 credit hours of theory (37 clock-hours) and 1.5 credit hours of clinical (67 clock-hours).

NURS 330C - Nursing of the Childbearing Family Clinical (0)

Corequisite: NURS330

Must be taken concurrently with NURS330.

NURS 340 - Nursing Care of the Child and Family (3)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 330

Corequisite: NURS 320, NURS 375

This course focuses on the application of the nursing process in the provision of primary and secondary prevention and strengthening the child and family lines of defense and resistance to environmental stressors. The student will provide care of the child and family experiencing stressors affecting the physiological, psychosocial, sociocultural, developmental, and spiritual variables. The course includes two credit hours of theory (30 clock-hours), one credit hour of clinical (45 clock-hours), and is taught over the entire trimester. This course meets the requirement for an oral communication course(see the Academic Bulletin for complete criteria).

NURS 340C - Nursing of the Child and Family Clinical (0)

Corequisite: NURS340

Must be taken concurrently with NURS340.

NURS 375 - Informatics (2)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 330

Corequisite: NURS 320, NURS 340

This course introduces students to informatics as it applies to healthcare and nursing practice. The course consists of modules in which students learn about the theoretical perspectives related to the flow of information and evidence-based practice in healthcare; concepts of data, information, and knowledge; language models and concepts; technologies and their applications to nursing care; and the electronic health record. The course introduces and discusses public and institutional policies important to healthcare technology, communication, and documentation of healthcare interventions, with an emphasis on ethical, confidential, and security issues related to the electronic health record. The course will also address technology issues important to the future of nursing and healthcare. This course includes two credit hours of theory (30 clock hours).

NURS 410 - Adult Health III (4)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 320, NURS 330, NURS 340, NURS 375

Corequisite: NURS 420, NURS 425

This course focuses on the application of the nursing process in the provision of primary, secondary, and tertiary prevention and strengthening the adult patient/client lines of defense and resistance to environmental stressors. The student will provide care of the patient/client experiencing selected chronic stressors affecting the physiological, psychological, socio-cultural, developmental, and spiritual variables. The student will provide care within the acute and long-term care environments. This course includes two credit hours of theory (30 clock-hours) and two credit hours of clinical (90 clock-hours).

NURS 420 - Community Health (5)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 320, NURS 330, NURS 340, NURS 375

Corequisite: NURS 410, NURS 425

This course focuses on the health of the population as a whole in a variety of public and private

settings, and includes disease prevention, health promotion, health protection, and education on primary, secondary and tertiary levels of care. Interventions are based to effect changes in a multicultural society. The course describes the historical and current status of the healthcare delivery system and nursing practice in the community. It emphasizes and addresses the specific issues and societal concerns that affect nursing practice in the community. It analyzes conceptual frameworks applied to nursing practice in the community, selected models from nursing and related sciences. This course also examines the management of healthcare and select community environments (Community Assessment Project), as well as issues related to managing and evaluating cases, needs, programs, disasters, and groups in the community. The course discusses risk factors and problems for families and individuals throughout the life span. To meet the demands of a constantly changing healthcare system, the student must be able to understand the importance of involving consumers in the planning, implementation, and evaluation of healthcare efforts. This course examines diversity in the role of nurses in the community and describes the rapidly changing roles, functions, and practice settings. The course includes four credit hours of theory and one credit hour of clinical (45 clock hours).

NURS 425 - Introduction to Nursing Research (3)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 320, NURS 330, NURS 340, NURS 375, STAT 205

Corequisite: NURS 410, NURS 420

This course introduces the research processes as a foundation for evidence-based nursing practice. The student will employ information technology in the search for published nursing research. This course requires a written critique of a published nursing research study and the presentation of an analysis of a published nursing research study to peers. The course includes three credit hours of theory (45 clock hours) and is taught over the entire trimester. This course meets the requirement for an oral and written communication course.

NURS 430 - Leadership and Management (3)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 320, NURS 330, NURS 340, NURS 375, NURS 410, NURS 420, NURS 425

Corequisite: NURS 445, NURS 460

This clinical course is designed to critically examine the application of contemporary leadership and management principles in the current healthcare environment. The student will explore various leadership styles and theories, as well as concepts of conflict resolution, ethical and legal considerations, and principles of business as nurse leaders. The student will have the opportunity to observe and analyze the function of managers, committee members, and attend professional organizations. This course includes 2.5 hours of theory (37 clock hours) and 0.5 hours of clinical (22.5 clock hours) and is taught over the entire trimester.

NURS 445 - Professional Issues in Nursing (3)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 255, NURS 265, NURS 310, NURS 320, NURS 330, NURS 340, NURS 375, NURS 410, NURS 420, NURS 425

Corequisite: NURS 430, NURS 460

This theory course examines the role of the professional nurse in the current healthcare system in the United States, focusing on social policy, quality, cost, and organization of care. Students are introduced to legal-ethical, political, financial, and sociocultural aspects of healthcare delivery. Concepts considered include knowledge; critical thinking; shared responsibility and self-development; environment; and health professional role. The course includes 3.0 credit hours of theory (45 clock hours) and is taught over the entire trimester. This course meets the requirement for an oral and written communication course.

NURS 460 - Practicum (3)

Prerequisites: NURS 220, NURS 225, NURS 230, NURS 240, NURS 265, NURS 310, NURS 320, NURS 330, NURS 340, NURS 375, NURS 410, NURS 420, NURS 425

Corequisite: NURS 430, NURS 445

This course focuses on the application of the nursing process in the management of primary, secondary, and tertiary prevention in strengthening the patient/client lines of defense and resistance to environmental stressors. The student will manage stressors affecting the physiological, psychological, sociocultural, developmental, and spiritual variables of the patient/client system. The student will provide care in an acute care environment. This clinical course is designed to facilitate the transition to the role of Registered Nurse. This is a 3-credit clinical course that includes 135 clinical hours.

Health Sciences

DBSA 343 - Legal Aspects of Healthcare (3)

Online course available only for the students enrolled in online degrees.

This course is an introduction to general law and its interpretation, including various aspects of personnel law, contract law, and those laws regulating the relationship of for-profit and not-for-profit organizations with governmental and non-governmental agencies. (Fall, Spring, Summer)

DBSA 354 - Leadership and Organizational Behavior (3)

Online course available only for the students enrolled in online degrees.

This course is an exploration of the nature of individual and group behavior as it relates to the workplace. Attention will be given to motivation, performance, and morale, as well as the supervision and leadership of employees. (Fall, Spring, Summer)

DBSA 385 - Marketing and Healthcare (3)

Online course available only for the students enrolled in online degrees.

This course is a study of the nature and function of marketing within the healthcare setting. Topics include strategic planning, competitive analysis, conservative behavior, marketing communication, and public relations. (Fall, Spring, Summer)

DBSA 388 - Components of Healthcare Financial Management (3)

Online course available only for the students enrolled in online degrees.

This course explores the concepts of managerial accounting, including an understanding of the accounting cycle and the presentation and interpretation of financial statements. (Fall, Spring, Summer)

HBSA 475 - Healthcare Management (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of management theory: planning, organizing, directing, controlling, and budgetary controls. Topics include theories of department productivity and work simplification, preparation of resumes, interviewing skills, professional attitudes, group theory, and group dynamics. Coursework includes special projects designed and supervised by the instructor. (Fall, Spring, Summer)

HTSC 101 - Introduction to Allied Health Careers (1)

This course is designed to acquaint students with a range of opportunities and careers in allied health and nursing. (Pass, No Pass) (Fall, Spring)

HTSC 125 - Introduction to Health Sciences Lab and Clinical Skills (1)

Admission to Bachelor of Science in Health Sciences or Bachelor of Science in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00). This course provides students with basic understanding and experience in laboratory and clinical techniques. Relevant health sciences lab skills will include liquid concentration calculations, converting between standard and experimental aliquot examples, and centrifugation and autoclaving. A variety of clinical skills will be taught including patient assessment (CPR, histories, vitals, etc.), sterile techniques, and HIPAA. Emphasis throughout this course will be on precision, accuracy, and certifications in essential areas of patient care and health science.

HTSC 159 - Directed Study in Health Sciences (1)

Credit of one to three hours is available. Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program.

This course provides the student with the opportunity for directed study of a particular problem or area.

HTSC 250 - Seminar in Pre-Professional Studies (1)

Prerequisites: BIOL 102, ENGL 102

Admission to Associate of Science in Pre-Professional Studies. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on oral and written presentations on careers in healthcare and on student self-assessment.

HTSC 255 - Topics in Health Sciences (1)

Credit of one to three hours is available. Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. Permission of the department chair is required for

admission.

This course provides various topics in the areas of health sciences and healthcare and will be offered as needs and interests arise.

HTSC 320 - Consumer Health (3)

Prerequisites: ENGL 102

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course introduces students to the role and scope of decision-making involving consumer health. Topics include marketing, analysis, selection, and decision-making regarding healthcare, its products, services, and provider. (Fall)

HTSC 343 - Legal Aspects of HealthCare (3)

Prerequisites: ENGL 102

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is an introduction to general law and its interpretation, including various aspects of personnel law, contract law, and those laws regulating the relationship of for-profit and not-for-profit organizations with governmental and non-governmental agencies. (Fall, Spring)

HTSC 355 - AIDS/HIV and the Healthcare Provider (1)

Prerequisites: ENGL 102

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the historical, epidemiological, and public health aspects of HIV/AIDS. Topics include issues related to the socio-economic and health management impact of the disease, health education regarding prevention, and the impact on the healthcare worker. (Fall, Spring, Summer)

HTSC 360 - U.S. Healthcare System (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is an overview of the organization, delivery, and financing of health services in the

United States. Topics include healthcare facilities, the role of health professionals, financing of health services, managed care operations, and current health policy issues. (Spring, Summer)

HTSC 415 - Foundations of Health Promotion (3)

Prerequisites: ENGL 102

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course will introduce students to the aspects of the interrelationship between the US healthcare system and the community. Topics include the development of the community health movement, the organizations that help shape community health promotion, and the role of epidemiology in the tracking and prevention of injury and disease. (Fall, Spring, Summer)

HTSC 440 - Introduction to Epidemiology (3)

Prerequisites: ENGL 102, STAT 215

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the distribution of health events in human populations and the assessment of the influence of environmental conditions, lifestyle, and other circumstances on disease. Topics include a study of the measurements of occurrence and frequencies of disease and their effects on healthcare. (Fall, Spring, Summer)

HTSC 459 - Topics in Health Sciences (1)

Credit of one to three hours is available. Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. Permission of the department chair is required for admission.

This course focuses on various topics in the areas of health sciences and healthcare and will be offered as needs and interests arise.

HTSC 470 - Environmental Health (3)

Prerequisites: ENGL 102

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course will provide students with a basic understanding of the impact of environmental

factors, the health of people, and the community. Topics will include the reaction of the body to environmental pollutants; physical, chemical, and biological agents of environmental contamination; vectors for dissemination; solid and hazardous waste; susceptible populations; biomarkers and risk analysis; the scientific basis for policy decisions; and emerging global environmental health problems. (Spring)

HTSC 480 - Undergraduate Seminar (1)

Prerequisites: CPTR 105, ENGL 102, STAT 215

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. Successful completion of prerequisites or permission of the department chair is required to enroll in the course. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on oral and written presentations of current scientific research. Presentations will include topics of interest from referenced journals or original research. Attendance is required. May be repeated for up to four credits. (Pass/No Pass) (Fall, Spring, Summer)

HTSC 490 - Undergraduate Research/Practicum I (2)

Prerequisites: ENGL 102, STAT 215

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program. Successful completion of prerequisites or permission of the department chair is required to enroll in the course. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on directed individual research or independent study, and will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. The course is open only to students (Pass/No Pass) (Fall, Spring)

HTSC 490(1) - Undergraduate Research/Practicum I (1)

Prerequisites: ENGL 102, STAT 215

Must be accepted to either the BS in Health Sciences or the BS in Biomedical Sciences program.

HTSC 491 - Undergraduate Research/Practicum II (2)

Prerequisites: ENGL 102, STAT 215

Must be accepted to either the BS in Health Sciences or BS in Biomedical Sciences program.

Successful completion of prerequisites or permission of the department chair is required to enroll in course. All prerequisites must be completed with a minimum grade of "C" (2.00).

Directed individual research or independent study will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. Course open only to students with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. (Pass/No Pass)

Directed individual research or independent study will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. Course open only to students with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. (Pass/No Pass)

Directed individual research or independent study will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. Course open only to students with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. (Pass/No Pass)

Directed individual research or independent study will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. Course open only to students with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. (Pass/No Pass)

Directed individual research or independent study will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. Course open only to students with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. (Pass/No Pass)

Directed individual research or independent study will be conducted following consultation with a faculty member who will aid the student in designing a research protocol. A written report and oral presentation will determine the course grade. A cumulative GPA of 2.50 and approval by the department chair are required. Course open only to students with Senior status. Students who have completed an Associate degree with clinical/research component may be exempt from this course. (Pass/No Pass)

History

DHIS 174 - World Civilization I (3)

Online course available only for the students enrolled in online degrees.

This course is a study of the development of world civilization within emphasis on Western civilization and its interaction with non-Western civilizations. It covers the time periods from pre-history to The Age of Discovery. (Fall, Spring, Summer)

HIST 159 - Directed Study in History (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

HIST 174 - World Civilization I (3)

This course is a study of the development of world civilization with an emphasis on Western civilization and its interaction with non-Western civilizations. It covers the time periods from pre-history to The Age of Discovery. (Fall, Spring, Summer)

HIST 175 - World Civilization II (3)

This course is a study of the development of world civilization with an emphasis on Western civilization and its interaction with non-Western civilizations. It covers the time periods from The Age of Discovery to the present. (Fall, Spring, Summer)

HIST 211 - U.S. History I (3)

This course is a survey of United States political, diplomatic, social, and cultural history from the period just before European settlement to the Civil War. The course will examine ideas, institutions, movements, and events that shaped United States history. Students will focus on topics such as Colonial America, the American Revolution, Jeffersonian Democracy, Slavery, and the Civil War. (Fall)

HIST 212 - U.S. History II (3)

This course is a survey of United States political, diplomatic, social, and cultural history from the Civil War until the present. The course will examine ideas, institutions, movements, and events that shaped United States history. Students will focus on major events such as Reconstruction, industrialization, world wars and conflicts, the Great Depression, and the Civil Rights Movement. Special attention will be placed on the following themes: race, ethnicity, gender, big business, politics, and technological innovation. (Spring)

Humanities

DHMN 325 - Healing Words: The Literature of Healthcare (3)

Prerequisites: DENG 102

Online course available only for the students enrolled in online degrees. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of literature that encourages examination of the healthcare profession from the perspective of the healthcare provider and the patient. The course is an exploration of literature of medical, ethical, and spiritual issues within cultural and social contexts. Reading and writing assignments and projects include the examination of contemporary issues, such as

patient care, the prolonging of life, euthanasia, AIDS, and the relationship between the mind and healing. (Fall, Spring, Summer)

HMNT 105 - Choir (1)

Meets 2 hours per week plus performances.

Choir is open to all University students through audition, and offers one hour credit each trimester. Regular attendance at performances and rehearsals, including dress rehearsals, is required. May be taken up to 3 times for credit.

HMNT 159 - Directed Study in Humanities (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

HMNT 210 - Literature and Fine Arts (3)

This course is an interdisciplinary course that surveys literature, painting, and sculpture of the nineteenth and twentieth centuries. The historical, aesthetic, and philosophical influences of literature and art will be explored through reading and discussing literature, as well as studying art in Orlando art museums. (Fall, Spring, Summer)

HMNT 325 - Healing Words: The Literature of Healthcare (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of literature that encourages examination of the healthcare profession from the perspective of the healthcare provider and the patient. The course is an exploration of literature of medical, ethical, and spiritual issues within cultural and social contexts. Reading and writing assignments and projects include the examination of contemporary issues such as patient care, the prolonging of life, euthanasia, AIDS, and the relationship between the mind and healing. (Fall)

Marketing

MRKT 320 - Principles of Marketing (3)

Prerequisites: ECON 250, ECON 260, ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This marketing course introduces students to the concepts of marketing in today's business environment. Students will acquire an understanding of the marketing process: market analysis, market strategy, implementation and evaluation. This includes market research, identifying target markets, branding, pricing, communication and distribution channels. This course provides a critical examination of the consumer, economy, and technology, as well as ethical and social responsibility.

Mathematics

DMAT 103 - Survey of Mathematics (3)

This course focuses on topics which include introduction to sets, mathematical logic, number theory, probability, statistics, algebra, geometry, metric system and consumer mathematics. (Fall, Spring, Summer)

DMAT 105 - Intermediate Algebra (3)

Prerequisites: MATH 091, or one year of high school algebra with a minimum grade of "C" (2.00), a MathACT score above 16, a minimum Mathscore of 470 on the SAT, or successful completion of the MathCOMPASS Placement test.

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on topics which include review of basic algebra; linear, rational, quadratic, and exponential functions; graphs and functions; factoring, exponents and polynomials; rational expressions and equations; quadratic equations and inequalities. (Fall, Spring, Summer)

DMAT 120 - College Algebra (3)

Prerequisites: DMAT099

Online course available only for the students enrolled in online degrees. Two years of high school algebra with a minimum grade of "C" (2.00) and one of the following: A minimum score of 19 on the math portion of the ACT, a minimum Mathscore of 470 on the SAT, or successful completion of MATH 105 with a minimum grade of "C" (2.00), or successful completion of the Mathematics COMPASS Placement test. All prerequisites must have been completed within five years.

This course is a study of the concept of function, as well as other advanced algebra concepts. Following a brief review of algebra topics covered in previous courses, the topics covered in this course will include an extension of intermediate or high school algebra topics, number systems including complex numbers, equations, and inequalities involving linear and quadratic models, polynomials, absolute values, radicals and rational expressions, matrices and determinants, solutions of systems of equations, and inequalities, sequences, series, limits, and logarithms. Emphasis is placed on pertinent applications of these topics as well as the use of appropriate support technologies, such as graphing calculators. (Fall, Spring, Summer)

MATH 091 - Introduction to Algebra (3)

This course is designed for those students whose mathACT score is 16 or below, math SATse math SAT score is below 470, and who desire to strengthen their math skills before entry into a college-level math course. The course is a study of number systems and their properties; polynomials; rational expressions; exponents; linear equations; and inequalities with applications and graphing. It is designed to prepare students for MATH 105 - Intermediate Algebra (3). Not for College credit. Pass/No Pass (Fall, Spring, Summer)

MATH 103 - Survey of Mathematics (3)

This course provides a survey of Math topics which include introduction to sets, mathematical logic, number theory, probability, statistics, algebra, geometry, metric system, and consumer mathematics. (Fall, Spring, Summer)

MATH 105 - Intermediate Algebra (3)

Prerequisites: MATH 091, or one year of high school algebra with a minimum grade of "C" (2.00), a MathACT score above 16, a minimum Mathscore of 470 on the SAT, or successful completion of the MathCOMPASS Placement test.

This course provides Math topics which include a review of basic algebra; linear, rational,

quadratic, and exponential functions; graphs and functions; factoring, exponents and polynomials; rational expressions and equations; quadratic equations; and inequalities. (Fall, Spring, Summer)

MATH 120 - College Algebra (3)

Prerequisites: MATH 105, Two years of high school algebra with a minimum grade of "C" (2.00) and one of the following: A minimum score of 19 on the math portion of the ACT, a minimum Mathscore of 470 on the SAT, or successful completion of MATH 105 with a minimum grade of "C" (2.00), or successful completion of the Mathematics COMPASS Placement test. All prerequisites must have been completed within five years.

This course focuses on topics that include real and complex numbers; equations and inequalities involving linear and quadratic models; polynomial, greatest integer, absolute value, power, rational, exponential, and logarithmic functions and their graphs; real and imaginary zeros of polynomials; solutions of systems of equations and inequalities; and introduction to trigonometric functions. Appropriate support technologies, such as the graphing utility, will be used. (Fall, Spring, Summer)

MATH 130 - Pre-Calculus (3)

Prerequisites: MATH 120 with a minimum grade of "C" (2.00) or a minimum grade of "B" (3.00) in high school Algebra II. All prerequisites must have been completed within five years.

This course focuses on topics that include equations and inequalities; analysis of exponential, logarithmic, polynomial, rational, power and trigonometric functions and inverses; law of sines and cosines; analytic geometry, trigonometric identities, polar coordinates, and De Moivre's Theorem. Modeling is incorporated in the topics. Appropriate support technologies, such as the graphing utility, will be used. (Fall)

MATH 159 - Directed Study (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular concept or subject.

MATH 181 - Calculus I with analytical Geometry (4)

Prerequisites: MATH 130

MATH 130 or High School Pre-Calculus with a minimum grade of "B" (3.00). All prerequisites must have been completed within five years.

This course is a study of the mathematics of motion and change. Topics include limits, continuity, analytic geometry, and the differential and integral calculus of elementary trigonometric and transcendental functions. Application of the above topics to science, business, engineering, and the other branches of mathematics is explored. (Spring)

MATH 182 - Calculus II with analytical Geometry (4)

Prerequisites: MATH 181

All prerequisites must have been completed with a minimum grade of "B" (3.00).

This course focuses on topics that include a further study of the calculus of trigonometric functions, especially hyperbolic and inverse functions; applications of integration, including areas, volume, arc length, moments, centers of mass; integration techniques; improper integrals; sequences and series including the Taylor and Macclaurin series; conics; parametric equations; and polar coordinates. (Fall)

MATH 255 - Topics in Mathematics (1)

Prerequisites: MATH 120

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course focuses on various topics in the areas of mathematics and will be offered as needs and interests arise.

Nuclear Medicine

RTNM 301 - Foundations of Nuclear Medicine Technology (4)

Prerequisites: BIOL 102, BIOL 102L, BIOL 144, BIOL 144L, CHEM 152, CHEM 152L, ENGL 102, MATH 120, PHYS 152

Corequisite: RTNM 302

This course is an introduction to the basic principles of nuclear medicine physics, radiopharmacy, radiation safety, and instrumentation.

RTNM 302 - Introduction to Clinical Nuclear Medicine (3)

Corequisite: RTNM 301

This course is an overview of routine clinical procedures with supervised experience in the clinical environment.

RTNM 310 - Nuclear Medicine Procedures I (3)

Prerequisites: RTNM 301

Corequisite: RTNM 350

This course is a study of nuclear medicine procedures of the cardiovascular and skeletal systems. The indications, radiopharmaceuticals, patient preparation, equipment, findings, and clinical correlation for each procedure will be studied.

RTNM 311 - Nuclear Medicine Procedures II (3)

Prerequisites: RTNM 310

Corequisite: RTNM 351

This course is a study of nuclear medicine procedures of gastrointestinal, genitourinary, pulmonary, and endocrine systems. The indications, radiopharmaceuticals, patient preparation, equipment, findings, and clinical correlation for each procedure will be studied.

RTNM 320 - Nuclear Medicine Instrumentation with Lab (4)

Prerequisites: RTNM 301

This course focuses on the principles of both imaging and non-imaging instrumentation. The design, operation, and quality control of gas detectors, scintillation detectors, gamma cameras, solid state detectors, and PET/CT scanners are covered. This course also covers counting statistics and the applications of computers in nuclear medicine.

RTNM 325 - Radiopharmacy and Pharmacology (3)

Prerequisites: RTNM 301

This course is a study of the theory and practice of radiopharmacy to include the production of radionuclides, preparation and calculation of doses, quality control, radiation safety, and applicable regulations. In addition, applicable non-radioactive interventional drugs and contrast media are discussed. For all administered materials, the route of administration, biodistribution, interfering agents, contraindications, and adverse effects is covered.

RTNM 330 - Radiobiology and Radiation Protection (3)

Prerequisites: RTNM 301

This course focuses on topics in radiobiology, and includes a review of ionization and energy transfer, as well as a discussion of the molecular, cellular, tissue, and organ response to radiation. Acute and chronic effects of radiation exposure are discussed. The course covers topics in licensing requirements; guidelines for radiation protection; governing agencies; radiation signs; record keeping; personnel and area monitoring; radionuclide receipt, storage, and disposal; as well as management of radiation spills.

RTNM 350 - Clinical Nuclear Medicine I (4)

Prerequisites: RTNM 302

Corequisite: RTNM 310

This course provides students with a supervised clinical education that includes instruction and participation in the performance of various clinical nuclear medicine procedures, patient care, administrative duties, radiopharmaceutical preparation and administration, quality assurance, and radiation safety.

RTNM 351 - Clinical Nuclear Medicine II (4)

Prerequisites: RTNM 350

Corequisite: RTNM 311

This course is a continuation of RTNM 350. Students receive supervised clinical education that includes instruction and participation in the performance of various clinical nuclear medicine procedures, patient care, administrative duties, radiopharmaceutical preparation and administration, quality assurance, and radiation safety.

RTNM 360 - Journal Review and Research I (1)

Prerequisites: RTNM 301, STAT 205, STAT 215

This course is a review of medical journals with emphasis on the format of a scientific article, analytical reading, and reviewing and discussing published articles in nuclear medicine.

RTNM 361 - Journal Review and Research II (1)

Prerequisites: RTNM 360

This course is a continuation of RTNM 360 with an emphasis on research design and writing a research proposal.

RTNM 412 - Nuclear Medicine Procedures III (3)

Prerequisites: RTNM 311

Corequisite: RTNM 452

This course is a study of nuclear medicine procedures of the central nervous system. In addition, oncology imaging, special procedures, radionuclide therapy, and non-imaging procedures will be discussed. The indications, radiopharmaceuticals, patient preparation, equipment, findings, and clinical correlation for each procedure will be studied.

RTNM 442 - X-Ray Production (1)

Prerequisites: RTNM 351

This course covers the principles of X-ray production as it relates to nuclear medicine.

RTNM 452 - Clinical Nuclear Medicine III (4)

Prerequisites: RTNM 351

Corequisite: RTNM 412

This course is a continuation of RTNM 351. Students receive supervised clinical education that includes instruction and participation in the performance of various clinical nuclear medicine procedures, patient care, administrative duties, radiopharmaceutical preparation and administration, quality assurance, and radiation safety.

RTNM 453 - Clinical Nuclear Medicine IV (4)

Prerequisites: RTNM 452

Corequisite: RTNM 483

This course is a continuation of RTNM 452. Students receive supervised clinical education that includes instruction and participation in the performance of various clinical nuclear medicine procedures, patient care, administrative duties, radiopharmaceutical preparation and administration, quality assurance, and radiation safety.

RTNM 462 - Journal Review and Research III (1)

Prerequisites: RTNM 361

This course is a continuation of RTNM 361 with emphasis on data collection, statistical analysis, and writing abstracts and scientific papers.

RTNM 473 - Advanced Imaging (3)

Prerequisites: RTNM 320, RTNM 442

Corequisite: RTNM 350

This course is designed to provide the student with exposure to new and emerging technologies and techniques. The course will include an emphasis on positron emission imaging.

RTNM 483 - Seminars in Nuclear Medicine Technology (3)

Prerequisites: RTNM 412

Corequisite: RTNM 453

This course provides a comprehensive review of nuclear medicine in preparation for national certification exams. Numerous simulated registry examinations are administered during the course. In addition, the students will complete a capstone project that incorporates their personal philosophy of healthcare.

Nutrition

DNUT 122 - Nutrition (3)

Online course available only for the students enrolled in online degrees.

This course is a study of the digestion, absorption, and metabolism of those nutrients essential for human life, with emphasis on the therapeutic nutrition and dietary changes required for managing certain disease conditions. (Fall, Spring, Summer)

NUTR 122 - Nutrition (3)

This course provides a study of the digestion, absorption, and metabolism of those nutrients essential for human life, with emphasis on the therapeutic nutrition and dietary changes required for managing certain disease conditions. (Fall, Spring, Summer)

Occupational Therapy

OCTH 111 - Introduction to Occupational Therapy (3)

Acceptance into OTA program.

This course introduces the student to the profession of Occupational Therapy (OT), including its definition, history, philosophy, and theories upon which the practice of occupational therapy is built. The practice of OT is fully explored, including the process of therapeutic intervention in multiple settings. The student is also introduced to basic OT skills, including patient interaction, observation, activity analysis, body mechanics, transfer skills, creative problem-solving, documentation, and clinical reasoning skills. Two credit hours of lecture; two credit hours of lab. This course meets the requirement for an oral communication course.

OCTH 112 - Applied Anatomy and Kinesiology (3)

Prerequisites: BIOL 101, OCTH 111

This course is designed to introduce the student to the basic principles of biomechanics and kinesiology as they pertain to human movement. The student will learn to identify anatomical landmarks through palpation skills, perform manual muscle testing and goniometry, and be introduced to principles of exercise. Particular emphasis will be placed on movement of the upper extremity, especially as it occurs while engaged in activities of daily living. Two hours lecture; four hours lab. This course meets the requirement for an oral communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

OCTH 121 - Psychosocial Issues in Occupational Therapy (4)

Prerequisites: OCTH 112, PSYC 124

Corequisite: OCTH 122, PSYC 128

This is a service-learning course.

This course provides a perspective of psychosocial issues across the human life span. It provides the student with the basic knowledge regarding the role of occupational therapy in a psychosocial setting; etiology, clinical features, and prognosis of mental health diagnoses; historical and current OT theories; and documentation. The course will provide the OTA student with the opportunity to practice clinical skills and conduct groups for a variety of persons with psychosocial dysfunctions. An emphasis will be placed upon the importance of incorporating the

psychosocial components of evaluation and treatment in all clinical settings. Two credit hours of lecture; four credit hours of lab. This course meets the requirement for an oral communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

OCTH 122 - Psychosocial Occupational Therapy Practicum (1)

Prerequisites: OCTH 111

Corequisite: OCTH 121

This course is a Level I fieldwork experience and is designed to enrich OCTH 121 by providing an opportunity for the student to have clinical experience under the supervision of occupational therapists or other professionals in a mental health setting. The student will gain experience in patient contact, professionalism, observation and reporting skills, and in individual and group client treatment. Some sessions will be held on campus for the purposes of planning/organizing activities and sharing of experiences. Five four-credit hours of clinical.

OCTH 131 - Therapeutic Media and Technology (2)

Prerequisites: OCTH 111, OCTH 112

Corequisite: OCTH 121

This course provides the student exposure to technologies available to the patient population through the life span. Students will gain an understanding of therapeutic media available to all ages and populations. The class encourages hands-on experiences with media in order for the student to experience a variety of media while simulating a patient's experience with therapeutic intervention.

OCTH 211 - Occupational Therapy in Geriatrics (4)

Prerequisites: BIOL 125, ENGL 144, OCTH 121, OCTH 122

Corequisite: OCTH 212, OCTH 213, OCTH 214

This is a service-learning course.

This course introduces the student to aging and its effects on the human body and spirit. Multiple geriatric treatment settings where occupational therapy assistants work are discussed, along with related ethical, documentation, and legal issues. Students will identify common diseases in the elderly population, apply principles of evaluation and treatment techniques, and identify methods to promote health, function, and quality of life in the geriatric population. Also included are the concepts of cultural diversity in the aging population and working with families and caregivers. Two credit hours of lecture; four credit hours of lab. This course meets the requirement for an oral communication course (see Communications Requirements in the Academic Section of the Academic Bulletin).

OCTH 212 - Geriatric Occupational Therapy Practice (1)

Prerequisites: BIOL 125, ENGL 144, OCTH 121, OCTH 122

Corequisite: OCTH 211, OCTH 213, OCTH 214

This course is a Level I fieldwork experience and is designed to enrich OCTH 211 by providing the student with an opportunity to gain clinical experience in a geriatric setting under the supervision of a certified OT practitioner or other qualified professional. The focus of the learning experience includes observation, written and verbal communication, professional behavior, and group and individual participation with the elderly. Students will demonstrate skills in the use of selected evaluation and treatment procedures; gather and organize data; and build on their interpersonal skills to foster professional behavior with patients, clients, and staff. Four credit hours clinical.

OCTH 213 - Occupational Therapy in Physical Dysfunction (4)

Prerequisites: BIOL 125, ENGL 144, OCTH 121, OCTH 122

Corequisite: OCTH 211, OCTH 212, OCTH 214

This is a service-learning course.

This course is designed to provide students with an understanding of the occupational therapy process in physical disabilities resulting from illness, disabling conditions, or injury. Also covered are the history and theory of OT in a physical disabilities setting; the psychosocial aspects of physical disability; and documentation, reimbursement, and management of OT services in a variety of physical dysfunction treatment settings. Students are provided with extensive hands-on labs to experience and gain competency in a variety of evaluation and treatment techniques. Two credit hours of lecture; four credit hours of lab. This course meets the requirement for an oral communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

OCTH 214 - Physical Dysfunction Occupational Therapy Practicum (1)

Prerequisites: BIOL 125, ENGL 144, OCTH 121, OCTH 122

Corequisite: OCTH 211, OCTH 212, OCTH 213

This course provides a Level I fieldwork experience, and is designed to enrich OCTH 213 by providing an opportunity for the student to have clinical experience under the supervision of OT practitioners or other qualified professionals in a physical dysfunction setting. The student will gain experience in patient contact, professionalism, observation, reporting skills, and assisting with selected evaluation and treatment techniques. Some sessions will be held on campus for

the purposes of planning/organizing activities and sharing experiences. Four credit hours of clinical.

OCTH 221 - Occupational Therapy in Pediatrics (4)

Prerequisites: OCTH 211, OCTH 213

Corequisite: OCTH 222, OCTH 223

This is a service-learning course.

This course introduces students to entry-level pediatric occupational therapy skills. Teaching methods will include lecture and lab experiences which will emphasize critical thinking, adaptation, and hands-on learning. The course will address typical and atypical child development, common pediatric diagnoses (which may benefit from occupational therapy services), as well as the role of occupational therapy in a variety of pediatric settings. The primary focus of this course will be for students to acquire adequate occupational therapy treatment techniques necessary for service provision to children, premature through adolescence. Students will be encouraged to understand their personal and professional abilities within the pediatric arena. Course content will also include the following: appropriate communication skills with children, family, staff, and community members; cultural and ethical awareness; reimbursement issues unique to pediatrics; and legal aspects which affect children's services. Two credit hours of lecture; four credit hours of lab. This course meets the requirement for an oral communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

OCTH 222 - Pediatric Occupational Therapy Practicum (1)

Prerequisites: OCTH 211, OCTH 213

Corequisite: OCTH 221, OCTH 223

This course is a Level I fieldwork experience, and is designed to enrich OCTH 221 by providing an opportunity for the student to have clinical experience under the supervision of occupational therapy practitioners or other qualified professionals in a pediatric setting. The student will gain experience in patient contact, professionalism, observation and reporting skills, and assisting with selected pediatric evaluation and treatment techniques. Some sessions will also be held on campus for the purposes of planning/organizing activities and sharing experiences. Four credit hours of clinical.

OCTH 223 - Professional Issues in Occupational Therapy (3)

Prerequisites: OCTH 211, OCTH 213

Corequisite: OCTH 221, OCTH 222

This is a service-learning course.

This course begins preparation of the student for transition from the role of a student to the role of a professional. The student is prepared for Level II Fieldwork experience by reinforcing his or her knowledge of components of the occupational therapy process, using individual and group problem-solving tasks related to both clinical and ethical problems. Case studies will provide an opportunity for the student to further refine his or her clinical reasoning skills. The student learns the skills necessary to assist in the establishment and maintenance of an occupational therapy clinic, to participate in OT research and quality assurance/improvement, to become an advocate for the profession, and to become a lifelong learner. Two credit hours of lecture; two credit hours of lab. This course meets the requirement for an oral communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

OCTH 231 - Supervised Clinical Practice I (4)

Prerequisites: OCTH 223

Corequisite: OCTH 233

This course provides an opportunity for each student to experience the role of an occupational therapy assistant under the supervision of a certified occupational therapy practitioner. This Level II Fieldwork experience provides students with real-life situations in which they can continue to apply knowledge and skills learned in the classroom, develop clinical reasoning skills, and build on their interpersonal skills to foster professional working relationships with clients and staff . The course must be completed within 18 months following completion of academic preparation. Forty clinical hours/week for eight weeks.

OCTH 232 - Supervised Clinical Practice II (4)

Prerequisites: OCTH 231

Corequisite: OCTH 233

This course provides an opportunity for each student to experience the role of an occupational therapy assistant under the supervision of a certified occupational therapy practitioner in a clinical setting that differs from OCTH 231. This Level II Fieldwork experience provides students with real-life situations in which they can continue to apply knowledge and skills learned in the classroom, develop clinical reasoning skills, and build on their interpersonal skills to foster professional working relationships with clients and staff . The course must be completed within 18 months following completion of academic preparation. Forty clinical hours/week for eight weeks.

OCTH 233 - Seminar for Clinical Practice (1)

Prerequisites: OCTH 223

Corequisite: OCTH 231, OCTH 232

This course focuses on preparation and application for the certification exam and professional employment skills, including writing, job interviewing skills, and job applications. Time is also allowed for sharing of individual experiences in Level II fieldwork. This is a blended course which meets on campus and online.

OCTH 314 - Exceptional People (3)

The course provides an opportunity for moral development as it aims to increase diversity awareness and appreciation of other people. It has a unique style of instruction with a common thread linking it to the mission of Florida Hospital; to extend the healing ministry of Christ. A part of this ministry involves a personal comfort level and ability to interact with all members of our society; those with and without physical and mental challenges. Students will gain an understanding of the context and culture of persons with disabilities through hands on interaction with a variety of exceptional populations. Students will also gain experience through activities that simulate the human condition related to physical disabilities.

Physics

DPHY 121 - Survey of Physics (4)

Prerequisites: DMAT 120

Online courses available only for the students enrolled in online degrees. Prerequisites: DMAT 120 (or equivalent)

This course is a series of lectures and demonstrations aimed at an understanding of the physical principles of mechanics, heat, sound, light, electricity, and modern physics. The course satisfies the requirement for various imaging programs, but does not satisfy the requirements for science majors. Lab required. Lab exercises are included in this course; therefore, a lab kit and webcam are required. (Fall, Spring, Summer)

PHYS 121 - Survey of Physics (4)

Prerequisites: MATH 120 (MATH 120 or equivalent) with a minimum grade of "C" (2.00).

This course is a series of lectures and laboratory experiences aimed at an understanding of the physical principles of mechanics, heat, sound, light, electricity, and modern physics. The

emphasis will be developing a conceptual understanding of the laws of nature through hands-on experiences, laboratory experiments, in addition to lectures and demonstrations. This course satisfies the requirement for various imaging programs, but does not satisfy the requirements for science majors. Lab required. (Fall, Spring, Summer)

PHYS 151 - General Physics I (3)

Prerequisites: MATH 120

Corequisite: PHYS 151L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the first trimester of a two-trimester course. The course uses algebra-based mathematics to introduce the study of fundamental concepts that describe the physical world through a series of lectures, hands-on activities, and demonstrations. Topics covered include measurements, kinematics, dynamics, work and energy, rotary motion, and fluids and thermodynamics. This course satisfies the requirement for a major or minor in physics. A lab fee will be assessed. (Fall)

PHYS 151L - General Physics I Lab (1)

Prerequisites: MATH 120

Corequisite: PHYS 151

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a lab that accompanies the first semester of a two-semester course. Lab exercises follow the lecture material covered in PHYS 151 and include experiments in the study of kinematics, dynamics, work and energy, rotary motion and fluids, and thermodynamics. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in the lecture. This course satisfies the requirement for a major or minor in physics. A lab fee will be assessed. (Fall)

PHYS 152 - General Physics II (3)

Prerequisites: PHYS 151

Corequisite: PHYS 152L

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the second trimester of a two-trimester course. The course uses algebra-based mathematics to introduce the study of fundamental concepts that describe the physical world through a series of lectures, hands-on activities, and demonstrations. Topics covered include vibrations and waves, sound, electricity and magnetism, light and optics, and modern physics.

This course satisfies the requirement for a major or minor in physics. A lab fee will be assessed.
(Spring)

PHYS 152L - General Physics II Lab (1)

Prerequisites: PHYS 151L

Corequisite: PHYS 152

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a lab that accompanies the second semester of a two-semester course. Lab exercises accompany the lecture material covered in PHYS 152 and include experiments in the study of vibration and waves, sound, electricity and magnetism, light and optics, and modern physics. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in the lecture. This course satisfies the requirement for a major or minor in physics. A lab fee will be assessed. (Spring)

PHYS 159 - Directed Study in Physics (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

Psychology

DPSY 124 - General Psychology (3)

Online course available only for the students enrolled in online degrees.

This course is a survey of psychology, including human development, sensation and perception, learning and thinking, emotions, motivation, personality, and stress, as well as psychological disorders and their treatment. (Fall, Spring, Summer)

DPSY 128 - Developmental Psychology (3)

Online course available only for the students enrolled in online degrees.

This course is a study of human life from conception through death. Emphasis is placed on the physical, cognitive, social, and psychological development of the individual. Issues are discussed regarding the continuity of development throughout the life span, how early experiences may affect later development, and the influence of genetics, familial factors, and the environment. (Fall, Spring, Summer)

PSYC 124 - General Psychology (3)

This course is a survey of psychology, including human development; sensation and perception; learning and thinking; emotions; motivation; personality; and stress, as well as psychological disorders and their treatment. (Fall, Spring, Summer)

PSYC 128 - Developmental Psychology (3)

This course is a study of human life from conception through death. Emphasis is placed on the physical, cognitive, social, and psychological development of the individual. Issues are discussed regarding the continuity of development throughout the life span, how early experiences may affect later development, and the influence of genetics, familial factors, and the environment. (Fall, Spring, Summer)

PSYC 159 - Directed Study in Psychology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

PSYC 245 - Social Psychology (3)

This course presents human behavior in its social context to reveal how one's thoughts, feelings, and actions can be influenced by other people. It addresses a wide range of phenomena, including how people form attitudes, how people attempt to persuade and are persuaded by others, how people form close relationships, why people help or harm each other,

when people help each other, and how people understand each other and themselves. (Fall, Spring)

PSYC 255 - Topics in Psychology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides various topics in the areas of behavioral sciences and will be offered as needs and interests arise.

PSYC 320 - Health Psychology (3)

Prerequisites: ENGL 102, PSYC 124

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the behavioral aspects of physical health. Topics will include the function of the brain as it affects physical health and wellness. (Fall)

PSYC 420 - Abnormal Psychology (3)

Prerequisites: ENGL 102, PSYC 124

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the varieties of disordered experiences and conduct which are studied for their contribution to the understanding of more effective personal and social adjustment. Specific topics include the psychosis as well as psychosomatic and conduct disturbances. (Spring)

PSYC 459 - Topics in Psychology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course focuses on various topics in the area of behavioral sciences and will be offered as needs and interests arise.

Radiologic Sciences

DADI 300 - Principles of Quality Management (3)

Online course available only for the students enrolled in online degrees.

This course provides the most up-to-date information available on the quality management aspects of darkrooms; processing; equipment and accessories; fluoroscopic and advanced imaging equipment; artifacts; repeat analysis; and silver recovery.

DADI 322 - Principles of Mammography (3)

Online course available only for the students enrolled in online degrees.

This course explores the principles and technical components that are essential for quality imaging of the breast. Topics identified include: patient education, breast assessment, positioning principles, MQSA standards, skin exposure, and mean glandular dosage. In addition, identification and recognition of pathology and physiology of the breast are included.

DADI 359 - Directed Study (3)

Credit of one to three hours is available. Online course available only for the students enrolled in online degrees. This course may be repeated.

This course provides the student with the opportunity for directed individual or group study of a particular problem or area.

DADI 371 - Physics and Instrumentation of Computed Tomography (3)

Prerequisites: DBIO 144

Online course available only for the students enrolled in online degrees.

This course provides an overview of the physical principles and instrumentation associated with computed tomography. Topics include methods of data acquisition and manipulation, CT systems and operations, and image processing and display. Quality management and artifact recognition will also be discussed.

DADI 372 - Computed Tomography Imaging Procedures (3)

Prerequisites: DADI 371, DBIO 144

Online course available only for the students enrolled in online degrees.

This course is an overview of scanning techniques related to the central nervous system, neck, thorax, abdomen and pelvis, vascular (CTA), spine and musculoskeletal regions. Anatomy, positioning criteria, and various protocols will be studied. Research paper and case studies will be presented.

DADI 373 - Computed Tomography Pathology and Case Studies (3)

Prerequisites: DADI 372, DBIO 144

Online course available only for the students enrolled in online degrees.

This course is designed to introduce the various pathological disorders that can be seen while performing CT scans on the various anatomical sections of the body. Clinical manifestations and radiographic appearance of pathological conditions will be discussed. Research paper and case studies will be presented.

DADI 381 - Physics and Instrumentation of MRI (3)

Prerequisites: DBIO 144

Online course available only for the students enrolled in online degrees.

This course provides the student with the physical principles of image formation, data acquisition and processing related to magnetic resonance imaging. Topics include electromagnetism, gradients, pulse sequences, imaging parameters, and image analysis. Quality management and artifact recognition will also be discussed.

DADI 382 - MRI Imaging Procedures (3)

Prerequisites: DADI 381, DBIO 144

Online course available only for the students enrolled in online degrees.

This course provides an overview of scanning techniques related to the central nervous system, neck, thorax, breast, abdomen and pelvis, vascular (MRA/MRV), spine and musculoskeletal regions. Anatomy, positioning criteria, coil selection, and various protocols will be studied. Research paper and case studies will be presented.

DADI 383 - MRI Pathology and Case Studies (3)

Prerequisites: DADI 382, DBIO 144

Online course available only for the students enrolled in online degrees.

This course is designed to introduce the various pathological disorders that can be seen while performing MRI scans on the various anatomical sections of the body. Clinical manifestations

and radiographic appearance of pathological conditions will be discussed. Research paper and case studies will be presented.

DADI 400 - Management Principles for Imaging Professionals (3)

Online course available only for the students enrolled in online degrees.

This course explores the multiple dimensions of the role of the imaging professional in the healthcare arena. Emphasis is placed on the management responsibilities needed to foster and promote quality outcomes. Topics will focus on aspects of the following: patient engagement and communication; recruitment and retention; emotional intelligence; creating effective committees and teams; and coaching and mentoring skills.

DADI 420 - Advanced Procedures and Technology in CT (3)

Prerequisites: DADI 371, DADI 372, DADI 373

Online course available only for the students enrolled in online degrees.

This course introduces students to the principles of 3D formatting, multi-slice advancements and considerations, computer soft ware innovations, and post-processing techniques. Advanced imaging procedures, such as CT-guided biopsy, calcium scoring, and PET/CT, will also be covered.

DADI 425 - Computed Tomography Registry Review (3)

Prerequisites: DADI 420

Online course available only for the students enrolled in online degrees.

This course provides a comprehensive review of CT in preparation for the National Certification Examination. Numerous simulated registry examinations will be administered during the course.

DADI 430 - Advanced Procedures and Technology in MRI (3)

Prerequisites: DADI 381, DADI 382, DADI 383

Online course available only for the students enrolled in online degrees.

This course introduces students to the principles of 3-D post-processing techniques, scanner and magnet advancements, computer soft ware innovations, and dynamic imaging. Special procedures and techniques, such as diffusion/perfusion scanning, spectroscopy, and MRI, will also be discussed.

DADI 435 - MRI Registry Review (3)

Prerequisites: DADI 430

Online course available only for the students enrolled in online degrees.

This course provides a comprehensive review of MRI in preparation for the National Certification Examination. Numerous simulated registry examinations will be administered during the course.

DADI 485 - Medical Imaging in the Digital Environment (3)

Online course available only for the students enrolled in online degrees.

This course covers Picture Archiving and Communicating Systems (PACS), Computed Radiography, Direct Digital Radiography, Networking, and DICOM.

DADI 490 - Case Studies in Healthcare (3)

Prerequisites: DBSA 343, DBSA 354, DBSA 385, DBSA 388, DENG 250

Online course available only for the students enrolled in online degrees.

This course is a capstone course that integrates business strategies for current and future operations within the field of Radiologic Sciences. Applying concepts previously learned, students will create and deliver a strategic plan that encompasses the field of Radiography. This course is the final course of the BSRS program sequence and can only be taken in the student's final trimester. Graduating Seniors Only!

DADI 494 - Issues and Trends in the Healthcare Arena I (3)

Online course available only for the students enrolled in online degrees.

This course explores the dynamics of the healthcare marketplace including changing demographics, increasing demands of the aging population, healthcare workforce, and new medical technology and research. Emphasis will be placed on health behaviors including smoking, poor dietary habits, lack of exercise, alcohol abuse, and workplace violence.

DADI 495 - Issues and Trends in the Healthcare Arena II (3)

Online course available only for the students enrolled in online degrees.

This course places an emphasis on the medical imaging environment. It examines the challenges that shaped the field of imaging technology and current innovative strategies.

RTCA 111 - Introduction to Radiography (3)

This course provides the student with an orientation to the academic and clinical structure of the program. It includes a brief history of medicine with specific emphasis on radiography. The course explores the ethical and professional responsibilities of the radiographer. It also includes an in-depth study of radiation protection, positioning nomenclature, basic positioning, exposure techniques, and equipment orientation.

RTCA 112 - Clinical Education I (2)

Prerequisites: RTCA 111

This course focuses on supervised clinical experience and competency evaluation in performing radiographic procedures. It emphasizes radiation protection, patient care, equipment operation, exposure technique, and image quality evaluation.

RTCA 113 - Patient Care for the Health Sciences (2)

This course provides the health sciences student with the fundamentals of patient care methods related to diagnostic imaging. Topics include: communicating within the healthcare arena; first aid; infection control and isolation techniques; sterile technique; body mechanics and transfer techniques; vital signs; and medical emergencies.

RTCA 121 - Radiographic Procedures I (3)

Prerequisites: RTCA 111

This course focuses on radiographic positioning, equipment manipulation, and quality evaluation of radiographic studies of the upper extremity, chest cavity, abdomen, and contrast studies.

RTCA 121L - Radiographic Procedures Lab I (0)

This course takes didactic learning and applies it to a physical (hands-on) environment. In a lab

setting, students practice procedures covered in the classroom and are then tested for mastery of those procedures.

RTCA 122 - Clinical Education II (2)

Prerequisites: RTCA 112

This course is a continuation of Clinical Education I (RTCA 112). The student will continue to apply knowledge gained from the Radiographic Procedures courses and experiences during clinical assignments. The student will participate in all radiographic procedures with emphasis placed on quality of performance and increased speed and proficiency.

RTCA 141 - Radiographic Procedures II (3)

Prerequisites: BIOL 101, RTCA 121

This course is a continuation of Radiographic Procedures I (RTCA 121). It includes: a study of radiographic positioning; equipment manipulation; and quality evaluation of radiographic studies of the lower extremity, bony thorax, vertebral column, cranium, and sinuses.

RTCA 141L - Radiographic Procedures Lab II (0)

This course incorporates didactic instruction into a physical (hands-on) learning environment. In a lab setting, students practice procedures covered in the classroom, followed by a demonstration of their mastery of the various radiographic procedures.

RTCA 159 - Directed Study in Radiologic Sciences (1)

Credit of one to three hours is available. Permission of the department chair is required for admission. This course provides directed individual or group study of a particular problem area.

RTCA 202 - Clinical Education III (2)

Prerequisites: RTCA 122, RTCA 141

This course is a continuation of Clinical Education II (RTCA 122). The student will continue to apply knowledge gained from the Radiographic Procedures courses and experiences during clinical rotations. The student will participate in all radiographic procedures with emphasis

placed on quality of performance and increased speed and proficiency. The student will become increasingly more independent by performing procedures, as much as possible, with the indirect supervision of the staff technologists.

RTCA 212 - Clinical Education IV (3)

Prerequisites: RTCA 202, RTCA 231

This course is a continuation of Clinical Education III (RTCA 202). The student will continue to apply knowledge gained from the Radiographic Procedures courses and experiences during clinical rotations. The student will participate in all radiographic procedures with emphasis placed on quality of performance and increased speed and proficiency. The student will become increasingly more independent by performing procedures, as much as possible, with the indirect supervision of the staff technologists.

RTCA 214 - Principles of Image Production I (3)

Prerequisites: PHYS 121

This course covers the physics of diagnostic radiography. It includes the study of basic electrical theory, leading to the production of x-rays, x-ray control circuitry, x-ray tubes and electromagnetic radiation.

RTCA 222 - Clinical Education V (3)

Prerequisites: RTCA 212

This course is a continuation of Clinical Education IV (RTCA 212). The student will continue to apply knowledge gained from experiences during clinical rotations and the Radiographic Procedures courses previously taken. The student will participate in all radiographic procedures with emphasis placed on quality of performance and increased speed and proficiency. Students will become increasingly more independent by performing procedures they have already competency tested on, without the direct assistance of staff technologists.

RTCA 231 - Radiographic Procedures III (2)

Prerequisites: BIOL 102, RTCA 141

This is a service-learning course.

This course is a continuation of Radiographic Procedures I and II, and will include a study of pediatric radiography and special imaging techniques in diagnostic imaging, including vascular and nonvascular procedures.

RTCA 241 - Radiobiology (1)

This course is a study of the effects of ionizing radiation on biological systems. The course investigates responses at the molecular, cellular, and organic levels.

RTCA 244 - Principles of Image Production II (2)

Prerequisites: RTCA 214

This course is a continuation of Principles of Image Production I (RTCA 214). It covers the theories and principles of special x-ray imaging procedures such as fluoroscopy and linear tomography. The basic structure of the atom, production of x-rays, and x-ray interactions with matter are also covered.

RTCA 251 - Radiographic Pathology (2)

This course focuses on a study of disease as it relates to various radiographic procedures. The course will focus on any visible changes seen on a radiograph as a result of disease progression.

RTCA 253 - Radiographic Exposure and Quality Control (3)

This course provides a study of the technical variables influencing radiographic and fluoroscopic image quality. It includes equipment considerations, prime exposure factors, image receptors, accessory exposure devices, as well as a detailed study of analog film processing and digital image processing variables influencing radiographic image quality. Also included are quality control evaluation of radiographic and fluoroscopic imaging systems, implementation procedures, equipment selection criteria, and processing quality control.

RTCA 255 - Radiography Review (3)

This course provides a comprehensive review of Radiography in preparation for the National

Certification Examination administered by the American Registry of Radiologic Technologists (ARRT). Numerous simulated registry examinations will be administered during the course.

Religion

DREL 305 - Ethics for Nursing and Allied Health (3)

Prerequisites: DENG 102

Online course available only for the students enrolled in online degrees.

This course is a survey of ethical issues facing the allied healthcare professional from a Christian perspective. Topics include confidentiality, conflict of interest, autonomy, culturally appropriate healthpractice, reproductive issues, end of life care, and issues in the allocation of healthcare. The student will have the opportunity to draw upon clinical practice. (Fall, Spring, Summer)

DREL 368 - World Religions for the Healthcare Professions (3)

Prerequisites: DENG 102

Online course available only for the students enrolled in online degrees. Prerequisite Note: DENG 102 may replace ENGL 102. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the major world religions, including their history and development. The course will also familiarize the student with the major tenets and practices of these religions. Teachings and practices that impact the practice of healthcare are emphasized. (Fall, Spring, Summer)

DREL 379 - Lessons on Living: Biblical Perspectives (3)

Prerequisites: DENG 102

Online course available only for the students enrolled in online degrees. Prerequisite Note: DENG 102 may replace ENGL 102. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the wisdom books of the Old Testament, the Sermon on the Mount, and the Parables of Jesus. (Fall, Spring, Summer)

RELB 103 - Introduction to the Bible (3)

This course is a survey of the Bible, combined with approaches to the literature in it. (Fall, Spring, Summer)

RELB 125 - Jesus and Contemporary Society (3)

This course is an exploration of the life and teachings of Jesus Christ with special attention given to their application to personal, social, and religious issues encountered in contemporary society. (Fall, Spring, Summer)

RELB 159 - Directed Study (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

RELB 159(2) - Directed Study in Religion (2)

Permission of the department chair is required for admission.

RELB 215 - Women of the Bible (2)

This course is a study of the women of the Bible in light of their culture and times, with attention to their achievement, character, and relevance for today. (Spring)

RELB 225 - Topics in Religion (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides various topics in the areas of religion and ethics and will be offered as needs and interests arise.

RELB 379 - Lessons on Living: Biblical Perspectives (3)

This course focuses on the wisdom books of the Old Testament, the Sermon on the Mount, and the Parables of Jesus. (Fall, Spring, Summer)

RELB 459 - Topics in Religion (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course covers various topics in the areas of religion, theology, and ethics and will be offered as needs and interest arise.

RELE 205 - Introduction to Christian Ethics (2)

This course helps the student lay a foundation in moral decision-making in the fields of personal, moral, and biomedical ethics. Topics and discussions are explored from a biblical perspective. (Fall, Spring, Summer)

RELE 305 - Ethics for Nursing and Allied Health (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a survey of ethical issues facing the allied healthcare professional from a Christian perspective. Topics include confidentiality, conflict of interest, autonomy, culturally-appropriate healthpractice, reproductive issues, end-of life care, and issues in the allocation of healthcare. The student will have the opportunity to draw upon clinical practice.

RELE 405 - Christian Ethics and Healthcare (3)

Prerequisites: BIOL 102, BIOL 102L, BIOL 152, BIOL 152L, ENGL 102, RELE 205

Prerequisites: BIOL 102 and BIOL 102L or; BIOL 152 and BIOL 152L; ENGL 102; RELE 205.

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is an advanced analysis of ethical issues and options in healthcare, including

cloning, euthanasia, and abortion. Topics are selected in part by student priorities. A discussion of the unique role of Christian ethical beliefs in the mission of Florida Hospital will be examined. (Fall, Spring, Summer)

REL102 - Philosophy of Healthcare (2)

This course may be used toward a religion or humanities requirement. This course focuses on philosophy of healthcare as an introductory, interdisciplinary course which explores the assumptions underlying a career in healthcare. These assumptions include views on the moral nature of humans, their inherent value, and the ethical issues surrounding illness, suffering, and pain. These topics will be examined through a variety of learning modalities, including discussion readings, journaling, and critical-thinking exercises. Each student will have an Academic Coach that he or she will meet with outside of the class for a total of six 30-minute sessions. These sessions are arranged according to each student's schedule, and are designed to go over an individualized learning program to help them further absorb the discussions and topics of the course as well as other classes here on campus. The course will use these learning opportunities to help students develop their critical thinking and communication skills while exploring their own philosophy of healthcare. (Fall, Spring, Summer)

REL103 - Philosophy of Healthcare (3)

This course may be used toward a religion or humanities requirement. This course focuses on philosophy of healthcare as an introductory, interdisciplinary course which explores the assumptions underlying a career in healthcare. These assumptions include views on the moral nature of humans, their inherent value, and the ethical issues surrounding illness, suffering, and pain. These topics will be examined through a variety of learning modalities including discussion, readings, journaling, and critical-thinking exercises. Each student will have an Academic Coach that he or she will meet with outside of the class for a total of six 30-minute sessions. These sessions are arranged according to each student's schedule, and are designed to go over an individualized learning program to help them further absorb the discussions and topics of the course as well as other classes here on campus. The course will use these learning opportunities to help students develop their critical thinking and communication skills while exploring their own philosophy of healthcare. (Fall, Spring, Summer)

REL142 - Issues in Grieving and Loss (2)

This course is an examination of the grief process from the perspectives of the patient, the family, and the healthcare provider. Students will also explore the meaning of grief and death in various cultures and religions. (Fall, Spring, Summer)

RELP 245 - Introduction to Spiritual Disciplines (1)

This course is an exploration and experiential application of the spiritual growth of the student. Models for care of the spiritual life are examined, and the potential for deepening one's relationship with God is addressed. Topics include meditation, silence, solitude, spiritual gifts, study of scripture, and prayer. (Spring, Summer)

RELP 374 - Spiritual Dimensions of Healthcare (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores the interrelationship between spirituality and healthcare delivery. Topics include identification and assessment of spirituality, the relationship between spirituality and the mind and body, spiritual development across the life span, spiritual care giving, spiritual interventions, and diverse religious/spiritual perspectives on wellness and illness. (Spring)

RELT 150 - Seventh-day Adventist Beliefs and Practices (1)

This course conveys the basic commitments, beliefs, and practices of Seventh day Adventists. (Fall, Spring, Summer)

RELT 250 - Foundations of Religious Thought (2)

This course involves a critical-thinking approach to the study of religion. It explores the interplay between philosophy, psychology, science, and various aspects of the religious phenomenon. The evidence for religion as an integral part of human experience will be studied. (Fall, Spring)

RELT 368 - World Religions for the Healthcare Professions (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is a study of the major world religions, including their history and development. The course will also familiarize the student with the major tenets and practices of these religions in the context of the healthcare professions. Available as a Baccalaureate degree course. (Fall, Spring, Summer)

REPH 475 - Issues in Science and Religion (3)

Prerequisites: BIOL 102, ENGL 102

BIOL 102 and BIOL 102L or BIOL 152 and BIOL 152L, ENGL 102 or permission of the department chair. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is designed to help students develop an understanding of the issues raised by the interaction between modern science and present-day Christian thought. A brief historical overview of the conflict between science and religion is followed by an assessment of the contemporary state of this dialogue in such areas as cosmology and the origins of the universe, origins of life, the theory of Darwinian evolution, and the design argument. (Fall, Spring)

RN-BSN Nursing

DNRS 324 - Concepts of Professional Nursing for RNs (3)

Prerequisites: DCHE 111, DCPT 105, DENG 101, DENG 102

Corequisite: DCHE 112

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00). DNRS324 is a prerequisite to all other RN-BSN nursing courses.

This course focuses on concepts of professionalism, communication skills, and issues related to Baccalaureate-level nursing practice, nursing models, and the formation of a personal philosophy of nursing. This course, as others in the curriculum, anticipates that students, having completed computer and English classes, are able to both cite references and format papers using the APA style as a foundation for producing scholarly papers in other writing courses. The course includes three credit hours of theory (45 clock-hours). DNRS 324 meets the requirement for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 326 - Concepts of Professional Nursing (3)

Prerequisites: DCHE 111, DCPT 105, DENG 101, DENG 102

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00). DNRS326 is a prerequisite to all other baccalaureate-level courses.

This course focuses on concepts, communication skills, and issues related to Baccalaureate-level nursing practice, nursing models, and the formation of a personal philosophy of nursing. The course includes three credit hours of theory (45 clock-hours). This course meets the requirement for an oral and written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 327 - Health Promotion and Assessment (4)

Prerequisites: DNRS 326

Online courses available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisite(s) must be completed with a minimum grade of "C" (2.00).

This course provides the nurse with a comprehensive approach to health promotion and assessment, using the nursing process. It is accomplished by theory and practice in history taking, physical exam techniques, use of assessment tools/equipment, and health teaching. The student will learn about common variations seen in healthy clients, age-related variations, and common abnormal findings. This course includes four credit hours of theory and clinical projects (60 clock-hours). This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 328 - Principles of Pathophysiology (4)

Prerequisites: DNRS 326

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisite(s) must be completed with a minimum grade of "C" (2.00).

This course explores the principles of human physiology and the pathologic processes that alter patient/client lines of defense and resistance. The course will provide the student with an understanding of structural adaptations and functional responses of cells, tissues, organs, and systems. The student will develop the ability to relate clinical manifestations to pathophysiologic changes. This course includes four credit hours of theory (60 clock-hours). This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 329 - Pharmacology (3)

Prerequisites: DNRS 326

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course builds on the student's pharmacology knowledge base while focusing on pharmacokinetics, pharmacodynamics, drug interactions, and adverse drug reactions. The major drug classifications will be studied in terms of their effects on the patient/client lines of defense and resistance. The student analyzes client' multiple-drug regimens for the purpose of teaching and providing quality care to clients and families. This course includes three credit hours of theory and clinical projects (45 clock-hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 330 - Pathopharmacology for RNs (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores alterations in human needs resulting from maladaptive processes that disrupt the clients' line of defense and resistance, and on the use of pharmacological agents used to minimize or ameliorate the disruptions. Emphasis is placed on the development of the students' ability to associate pathopharmacological changes to selected clinical manifestations. Students integrate previously acquired knowledge of natural and nursing sciences, as well as application of the nursing process. Biopsychosocial, ethical, spiritual, and cultural concepts are explored. This course includes three credit hours of theory and clinical projects (45 clock-hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 335 - Health Promotion and Assessment for RNs (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores concepts of health promotion and disease prevention as they relate to specific medical conditions. Students explore assessment and health promotion strategies used to improve physical and psychosocial wellness, cultural factors contributing to health practices, risk assessment and risk reduction approaches, and health teaching. Emphasis is placed on the professional nurses' role of health advocate and teacher. This course includes three credit hours of theory and clinical projects (45 clock-hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 345 - Theoretical Foundation of Practice (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisite(s) must be completed with a minimum grade of "C" (2.00).

This course prepares students to critically analyze and apply knowledge of selected nursing philosophies, conceptual models, and theories to autonomous practice. The process by which theory is translated into evidence-based practice is studied. Students have opportunities to expand on their exploration of the link between theory, research, and evidence-based practice with an emphasis on theory-based approaches to quality client outcomes. This course includes three credit hours of theory (45 clock hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 365 - Nursing Informatics for RNs (2)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the application of informatics as it applies to healthcare and nursing practice. Theoretical, evidence-based, and practical approaches to information technology and technical languages and models relative to public and institutional healthcare policies governing data management will be explored. Emphasis is placed on ethical, confidential, and security issues related to the electronic health record. The course also addresses technology issues important to the future of nursing and healthcare. This course includes two credit hours of theory (30 clock hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 366 - Nursing Informatics for RNs (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the application of informatics as it applies to healthcare and nursing practice. Theoretical, evidence-based, and practical approaches to information technology and technical languages and models relative to public and institutional healthcare policies governing data management will be explored. Emphasis is placed on ethical, confidential, and security issues related to the electronic health record. The course also addresses technology issues

important to the future of nursing and healthcare. This course includes three credit hours of theory (45 clock-hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 446 - Community Health Nursing (3)

Prerequisites: DNRS 326

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on contemporary health issues with emphasis on community assessment and analysis of healthcare needs by utilizing the nursing process within the epidemiologic framework. Emphasis is given to primary, secondary, and tertiary levels of care. This course includes three credit hours of theory and clinical projects (45 clock-hours) This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 447 - Population - Focused Health Promotion (3)

Prerequisites: DNRS 326

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on providing students with a knowledge of population-based healthcare interventions to effect changes in health promotion and disease prevention, disaster preparedness, and interventions across the continuum of care in a multicultural society. The course includes three credit hours of theory and clinical projects (45 clock-hours). This course meets the requirement for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 450 - Community Health: Individuals and Groups for RNs (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the health of the population as a whole and includes health protection, health promotion, disease prevention, and education on primary, secondary, and tertiary levels of care in a variety of public health settings. It describes the historical and current status of the healthcare delivery system and nursing status in the community. It also emphasizes and addresses specific issues of populations at risk and societal concerns that affect nursing practice in the community. It analyzes conceptual frameworks applied to nursing practice in the

community and selected models from nursing and related sciences. The course examines diversity in the role of nurses in the community and describes the rapidly changing roles, functions, and practice settings. This course includes three credit hours of theory (45 clock-hours). This course meets the requirements for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 451 - Community Health Practicum for RNs (3)

Prerequisites: DNRS 324, DNRS 450

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course builds on DNRS 450 - Community Health: Individuals and Groups for RNs (3) with emphasis on two major clinical projects:(a) assessment of the community where the student lives, and (b) development and implementation of an educational project that addresses the learning needs of the community health client. This is a process of critically thinking about the community and involves embracing the community client as partner. The course aids the student in comprehending the vulnerabilities and challenges of the individual, family, and sub-populations by identification of community strengths and resources that are available to help with health promotion, disease prevention, and necessity to involve consumers in the planning, implementation, and evaluation of healthcare efforts. This course includes three credit hours of theory and clinical projects (45 clock hours). This course meets the requirement for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 475 - Introduction to Nursing Research for RNs (3)

Prerequisites: DNRS 324, DSTA 205

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course is the study of the research processes as applied to nursing problems. Students evaluate published research findings for use in nursing practice. The course includes three credit hours of theory (45 clock-hours) This course meets the requirement for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 480 - Leadership and Management in Nursing for RNs (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program Fall 2012 and

thereafter. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on concepts and theoretical principles of nursing leadership and management applicable to the current healthcare environment. Students explore models related to time management, delegation, empowerment, conflict management, negotiation, and change as they relate to collaborative relationships and decision-making. Students also analyze trends and issues from a micro and global perspective to enhance an appreciation of stewardship of resources. This course includes three credit hours of theory (45 clock-hours). This course meets the requirement for a written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 485 - Leadership and Management in Nursing (3)

Prerequisites: DNRS 326

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the application of contemporary leadership and management principles in the current healthcare environment. Students will have the opportunity to observe and analyze the function of managers and healthcare executives. This course includes three credit hours of theory and clinical projects (45 clock-hours).

DNRS 490 - The Business of Health Care (3)

Prerequisites: DNRS 324

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course examines assumptions and circumstances leading to current U.S. health care delivery, policy-making, and finance. Consideration will be given to comparing and contrasting systems which focus on health restoration and maintenance vs. those which focus on disease management and cure. Economic implications of the regulatory changes in the present health care system and approaches to health care delivery will be explored.

DNRS 497 - Nursing Research Methods (3)

Prerequisites: DNRS 326, DSTA 205

Online course available only to nurses enrolled in the RN-BSN program before Fall 2012. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course focuses on the study of the research process as applied to nursing problems. Students will evaluate published research findings for use in nursing practice. The course includes three credit hours of theory (45 clock-hours). This course meets the requirement for an

oral and written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

DNRS 499 - Seminar in Nursing (3)

Prerequisites: DNRS 324, DNRS 326, DNRS 327, DNRS 328, DNRS 329, DNRS 330, DNRS 335, DNRS 345, DNRS 365, DNRS 366, DNRS 446, DNRS 447, DNRS 450, DNRS 451, DNRS 475, DNRS 480, DNRS 485, DNRS 490, DNRS 497, SLGA101. All prerequisites (all core nursing courses with DNRS prefix) must be completed with a minimum grade of "C" (2.00).

Online course available only to nurses enrolled in their last trimester of the RNBSN program.

This course may not be taken concurrently with any nursing courses (DNRS prefix). Students may take one general education or cognate course concurrently with DNRS499 within the last trimester of the program. A student who fails DNRS499 will not be eligible to take courses concurrently with Seminar.

This capstone course provides an opportunity for students to explore health-related issues and analyze the impact that cultural, economical, political, and/or scientific trends have on nursing and healthcare. In harmony with the current healthcare emphasis on clinical outcomes, students design and present outcome projects in areas of special clinical interest. Through these projects, the students will demonstrate application of the Neuman Systems Model and mastery of content from previous Baccalaureate courses. This course includes three credit hours of theory (45 clock hours). This course meets the requirements for an oral and written communication course (see Communication Requirements in the Academic Section of the Academic Bulletin).

Service Learning

SERV 101 - Service-Learning (1)

This is a service-learning course.

This course will provide the student with an understanding of service-learning and its connection with the mission of the University. The course will provide the student with the opportunity to participate in service-learning projects relevant to their personal and professional goals. This course will offer the student the opportunity to achieve a minimum of 14 service-learning hours. These hours will help fulfill the graduation requirements for service-learning. (Fall, Spring, Summer)

SERV 102 - Service-Learning (2)

This is a service-learning course.

This course will provide the student with an understanding of service-learning and its connection with the mission of the University. The course will provide the student with the opportunity to participate in service-learning projects relevant to their personal and professional goals. This course will offer the student the opportunity to achieve a minimum of 21 service-learning hours. These hours will help fulfill the graduation requirements for service-learning. (Fall, Spring, Summer)

Sociology

DSOC 125 - Introduction to Sociology (3)

Online course available only for the students enrolled in online degrees.

This course is a survey of the basic processes of human association and interaction, including the dynamics of groups, social roles, communication, and mass behavior. (Fall, Spring, Summer)

DSOC 349 - Aging and Society (3)

Prerequisites: DENG 102

Online course available only for the students enrolled in online degrees. Prerequisite Note: DENG 102 may replace ENGL 102. All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores the relationship between attitudes within society and the elderly. It examines the increasing influence of senior citizens upon the norms, politics, economics, and demographics of society. (Fall, Spring, Summer)

SOCI 125 - Introduction to Sociology (3)

This course is a survey of the basic processes of human association and interaction, including the dynamics of groups, social roles, communication, and mass behavior. (Fall, Spring, Summer)

SOCI 159 - Directed Study in Sociology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course provides the student with the opportunity for directed study of a particular problem or area.

SOCI 301 - Multicultural Applications for the Health Sciences (3)

Prerequisites: ENGL 102, PSYC 124, SOCI 125

PSYC 124 or SOCI 125. All prerequisites must be completed with a minimum grade of "C" (2.00).

SOCI 301 enables students to develop an understanding of sociocultural and linguistic factors within the healthcare facility and ultimately the wider community. Student will explore issues relating to multiculturalism such as language, race, gender, age, ethnicity, social class, religion, physical and mental abilities, and other issues of diversity. They will explore how diversity impacts the relationship and the effectiveness of the care provider and the patient/client. Students will be able to construct their own perspective of diversity within the healthcare facility and the broader community. (Spring)

SOCI 349 - Aging and Society (3)

Prerequisites: ENGL 102

All prerequisites must be completed with a minimum grade of "C" (2.00).

This course explores the relationship between attitudes within society and the elderly. It examines the increasing influence of senior citizens upon the norms, politics, economics, and demographics of society. (Fall, Spring, Summer)

SOCI 459 - Topics in Sociology (1)

Credit of one to three hours is available. Permission of the department chair is required for admission.

This course focuses on various topics in the area of sociology and will be offered as needs and interest arise.

Spanish

SPAN 101 - Spanish for the Healthcare Worker (3)

This course teaches basic communication skills for conversing with Spanish speaking patients in the healthcare setting. The student learns basic grammatical structure and vocabulary as well as specific medical terminology. (Fall, Summer)

Speech

SPCH 145 - Introduction to Public Speaking (3)

This course emphasizes the preparation and presentation of informative and persuasive speeches, including methods of securing interest, persuasion, and delivery. The course meets the requirement for an oral communication course (see the communication requirements section in the Academic Bulletin). (Fall, Spring, Summer)

Statistics

DSTA 205 - Introduction to Applied Statistics (3)

Online course available only for the students enrolled in online degrees. Prerequisite: Two semesters of high school algebra with a minimum grade of "B" (3.00) or a college-level math course with a minimum grade of "C"(2.00).

This course is an introduction to statistics and its applications. It is designed to prepare students to interpret and evaluate statistics and statistical methods used in published research papers and to make decisions about the appropriateness of specific statistical methods in a variety of settings. Areas of emphasis will include descriptive statistics; analysis of graphs; sampling methods; binomial, z, t, and chi-square; confidence intervals; and hypothesis testing. This course will not fulfill the statistics requirement for Bachelor of Science degrees from the Department of Health and Biomedical Sciences, nor will it fulfill the prerequisite requirements for graduate degrees. (Fall, Spring, Summer)

STAT 205 - Introduction to Applied Statistics (3)

Prerequisites: Two semesters of high school algebra with a minimum grade of "B" (3.00) or a college-level math course with a minimum grade of "C" (2.00).

This course is an introduction to statistics and its applications, and is designed to prepare students to interpret and evaluate statistics and statistical methods used in published research papers and to make decisions about the appropriateness of specific statistical methods in a variety of settings. Areas of emphasis will include descriptive statistics; analysis of graphs; sampling methods; binomial, z, t, and chi-square; confidence intervals; and hypothesis testing. This course will not fulfill the pre-requisite requirements for graduate degrees. (Fall, Spring, Summer)

STAT 215 - Elementary Statistics (3)

Prerequisites: MATH 120

Prerequisites: MATH 105, or higher level college. Two years of high school algebra with a minimum grade of "B" (3.00).

This course is an introduction to descriptive and inferential statistics, including elementary probability; probability distributions; hypothesis testing, correlation, and regression. (Fall, Spring, Summer)

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